

conditions which demonstrates the extent of need for physical revitalization, the impact of the proposal on the neighborhood, your need for funding, the market for the proposed housing types, the need for affordable housing in the community, and whether the need has been identified by the community.

(d) All predevelopment activities, including relocation, hazard abatement, demolition, disposition, and site improvements.

(e) Elements of the proposed physical revitalization, including design; accessibility, visitability, and adaptability; and a description of how the plan will lessen concentration.

(f) Proposed community and supportive services programs.

(g) Your plan for resident and community outreach and involvement.

(h) Current or planned coordination with the revitalization or other related activities of other agencies or organizations, and the relationship of the proposed revitalization to the city or county's Consolidated Plan.

(i) Proposed operation and management principles and policies which will foster self-sufficiency and economic diversity, increase safety and security for residents, and address the elimination of impediments to fair housing.

(j) Your plan to evaluate the program.

(4) *Attachments.* The following is a summary of the attachments that will be required in a HOPE VI Revitalization application:

(a) Photographs of distressed public housing and representative photographs of the neighborhood.

(b) Maps of the current site, the neighborhood, and the city.

(c) Map of the proposed site.

(d) Conceptual site plan.

(e) Conceptual design illustrations of proposed units and non-dwelling facilities.

(f) Certification of severe physical distress.

(g) Program schedule.

(h) Public meeting documentation.

(i) Copies of letters or other documentation of objection to the proposed plan.

(j) Staffing and time allocation plan and organizational chart.

(k) Commitments from selected or proposed team members.

(l) Preliminary market assessment letter.

(m) list and documentation of resources; TDC worksheet; certification of extraordinary site costs, if applicable.

(n) Documentation of coordination with related groups.

(o) Letter of commitment to perform evaluation.

(5) *HOPE VI Application Forms.* The following HOPE VI forms are appended to this HOPE VI section of the SuperNOFA and are also included in the HOPE VI Application Kit. Electronic versions also can be obtained from HUDCLIPS (www.hud.clips.org).

(a) HOPE VI Revitalization Application Data Form (HUD-52860-A)

(b) HOPE VI Budget (HUD-52825-A, Parts I and II)

(c) Section 8 Application (HUD-52515)

(d) HOPE VI Revitalization Applicant Certifications (HUD-52820-A). See Appendix A of this HOPE VI section of the SuperNOFA for the text of these certifications.

(6) *General Section Certification Forms.* The following forms are appended to the General Section of the SuperNOFA and are also included in the HOPE VI Application Kit. Electronic versions of these forms also can be obtained from HUDCLIPS (www.hudclips.org). Additional forms that are required for the HOPE VI application can be found in Appendix C to this program section of the SuperNOFA.

(a) Application for Federal Assistance (SF-424)

(b) Assurances—Construction Programs (SF-424D)

(c) Certification for a Drug-Free Workplace (HUD-50070)

(d) Certification of Payments to Influence Federal Transactions (HUD-50071)

(e) Disclosure of Lobbying Activities (SF-LLL) (if applicable)

(f) Recipient Disclosure/Update Report (HUD-2880)

(g) Certification Regarding Debarment and Suspension (HUD-2992)

(h) Certification of Consistency with the EZ/EC Strategic Plan (HUD-2990)

(i) Certification of Consistency with the Consolidated Plan (HUD-2991)

(j) Acknowledgment of Application Receipt (HUD-2993)

(B) *Demolition Application Requirements.* (1) *Application Kit.* The HOPE VI Application Kit provides specific instructions as to the format of a HOPE VI Demolition application. Your application must conform to the requirements of this HOPE VI section of the SuperNOFA and follow the format described in the kit.

(2) *Application Information.* The following is a summary of the information required in a HOPE VI Demolition application. Items (h) (Section 8 application) and (i) (HOPE VI Budget form) are available at www.hudclips.org.

(a) Applicant, site, and unit information

(b) Priority group

(c) Narrative of proposed activities, including a demonstration of the appropriateness of the proposal in the context of the local housing market relative to other alternatives

(d) Program schedule

(e) Certification of reasonable and accurate costs

(f) Certification of extraordinary site costs, if applicable, and grant limitations

(g) Documentation of unit eligibility

(h) Section 8 application, if applicable (HUD-52515)

(i) Program budget (HUD-52825-A, parts I and II)

(j) HOPE VI Demolition Applicant Certifications (HUD-52820-B). See Appendix B of this HOPE VI section of the SuperNOFA for the text of these certifications.

(3) *General Section Certification Forms.* The following forms are appended to the **General Section** of the SuperNOFA and are also included in the HOPE VI Application Kit. Electronic versions of these forms also can be obtained from HUDCLIPS (www.hudclips.org).

(a) Application for Federal Assistance (SF-424)

(b) Assurances—Construction Programs (SF-424D)

(c) Certification for a Drug-Free Workplace (HUD-50070)

(d) Certification of Payments to Influence Federal Transactions (HUD-50071)

(e) Disclosure of Lobbying Activities (SF-LLL)

(f) Recipient Disclosure/Update Report (HUD-2880)

(g) Certification Regarding Debarment and Suspension (HUD-2992)

X. Authority

(A) The funding authority for HOPE VI Revitalization and Demolition grants under this HOPE VI section of the SuperNOFA is provided by the FY 2000 HUD Appropriations Act under the heading "Revitalization of Severely Distressed Public Housing (HOPE VI)."

(B) The program authority for the HOPE VI Program is section 24 of the U.S. Housing Act of 1937 (42 USC 1437v), as added by section 535 of the Quality Housing and Work Responsibility Act of 1998 (Pub.L. 105-276, 112 Stat. 2461, approved October 21, 1998).

Appendix A—HOPE VI Revitalization Certifications

Acting on behalf of the Board of Commissioners of the Housing Authority listed below, as its Chairman, I approve the submission of the HOPE VI Revitalization application of which this document is a part

and make the following certifications to and agreements with the Department of Housing and Urban Development (HUD) in connection with the application and implementation thereof:

Applicant Certifications

1. The public housing project or building in a project targeted in this HOPE VI Revitalization application meets the definition of severe distress provided in Section IV.(A)(1) of the HOPE VI section of the FY 2000 HOPE VI NOFA, in accordance with Section 24(j)(2) of the U.S. Housing Act of 1937 ("the Act").

2. The PHA has not received assistance from the Federal government, State, or unit of local government, or any agency or instrumentality, for the specific activities for which funding is requested in the HOPE VI Revitalization application.

3. The PHA does not have any litigation pending which would preclude timely startup of activities.

4. The PHA is in full compliance with any desegregation or other court order related to Fair Housing (e.g., Title VI of the Civil Rights Act of 1964, the Fair Housing Act, and Section 504 of the Rehabilitation Act of 1973) that affects the PHA's public housing program and that is in effect on the date of application submission.

5. PHA has returned any excess advances received during development or modernization, or amounts determined by HUD to constitute excess financing based on a HUD-approved Actual Development Cost Certificate (ADCC) or Actual Modernization Cost Certificate (AMCC), or that HUD has approved a pay-back plan.

6. There are no environmental factors, such as sewer moratoriums, precluding development in the requested locality.

7. The application is consistent with Environmental Justice Executive Order 12898, in that the proposed public housing will be developed only in environmentally sound and desirable locations and will avoid disproportionately high and adverse environmental effects on minority and low-income communities.

8. In accordance with the Flood Disaster Protection Act of 1973 (42 U.S.C. 4001-4128), the property targeted for acquisition or construction (including rehabilitation) is not located in an area identified by the Federal Emergency Management Agency (FEMA) as having special flood hazards, unless:

(a) The community in which the area is situated is participating in the National Flood Insurance program (see 44 CFR parts 59 through 79), or less than one year has passed since FEMA notification regarding such hazards; and

(b) Where the community is participating in the National Flood Insurance Program, flood insurance is obtained as a condition of execution of a Grant Agreement and approval of any subsequent demolition or disposition application.

9. The application does not target properties in the Coastal Barrier Resources System, in accordance with the Coastal Barrier Resources Act (16 U.S.C. 3501).

Grantee Certifications

If selected for HOPE VI Revitalization funding:

10. The PHA will comply with all policies, procedures, and requirements prescribed by HUD for the HOPE VI program, including the implementation of HOPE VI revitalization activities in a timely, efficient, and economical manner.

11. The PHA will not receive assistance from the Federal government, State, or unit of local government, or any agency or instrumentality, for the specific activities funded by the HOPE VI Revitalization grant. The PHA has established controls to ensure that any activity funded by the HOPE VI Revitalization grant is not also funded by any other HUD program, thereby preventing duplicate funding of any activity.

12. The PHA will not provide to any development more assistance under the HOPE VI Revitalization grant than is necessary to provide affordable housing after taking into account other governmental assistance provided.

13. The PHA will supplement the aggregate amount of the HOPE VI Revitalization grant with funds from sources other than HOPE VI in an amount not less than 5 percent of the amount of HOPE VI grant.

14. In addition to supplemental amounts provided in accordance with Certification 11 above, if the PHA uses more than 5 percent of the HOPE VI grant for community and supportive services, it will provide supplemental funds from sources other than HOPE VI in an amount equal to the amount used in excess of 5 percent.

15. Disposition activity under the grant will be conducted in accordance with Section 18 of the Act.

16. The PHA will carry out acquisition of land, or acquisition of off-site units with or without rehabilitation to be used as public housing, in accordance with 24 CFR part 941, or successor part.

17. The PHA will carry out major rehabilitation and other physical improvements of housing and non-dwelling facilities in accordance with 24 CFR 968.112(b), (d), (e), and (g)-(o), 24 CFR 968.130, and 24 CFR 968.135(b) and (d) or successor part.

18. The PHA will carry out construction of public housing replacement housing, both on-site and off-site, and community facilities, in accordance with 24 CFR part 941 or successor part, including mixed-finance development in accordance with subpart F.

19. The PHA will carry out replacement homeownership activities in general conformance with the requirements of 24 CFR part 906 and the income limitations of the Act.

20. The PHA will administer and operate rental units in accordance with all existing public housing rules and regulations, as those requirements now exist or as they may be amended from time to time.

21. The PHA will comply with the requirements of the Fair Housing Act (42 U.S.C. 3601-19) and regulations pursuant thereto (24 CFR part 100); Executive Order 11063 (Equal Opportunity in Housing) and regulations pursuant thereto (24 CFR part 107); the fair housing poster regulations (24 CFR part 110) and advertising guidelines (24

CFR part 109); Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and regulations pursuant thereto (24 CFR part 1).

22. The PHA will address the elimination of impediments to fair housing choice relating to its public housing and particularly to the revitalization of distressed public housing that were identified in the jurisdiction's Analysis of Impediments to Fair Housing Choice, remedy discrimination in housing, and promote fair housing rights and fair housing choice.

23. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975 (42 U.S.C. 6101-07) and regulations issued pursuant thereto (24 CFR part 146); the prohibitions against discrimination against, and reasonable modification and accommodation and accessibility requirements for, handicapped individuals under Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and regulations issued pursuant thereto (24 CFR part 8); the Americans with Disabilities Act (42 U.S.C. 12101 et. seq.) and regulations issued pursuant thereto (28 CFR Part 36); and the Architectural Barriers Act of 1968, as amended (42 U.S.C. 4151) and regulations issued pursuant thereto (24 CFR Part 40).

24. The PHA has adopted the goal of awarding a specified percentage of the dollar value of the total of the HOPE VI contracts to be awarded during subsequent fiscal years to minority business enterprises and will take appropriate affirmative action to assist resident-controlled and women's business enterprises in accordance with the requirements of Executive Orders 11246, 11625, 12432, and 12138.

25. The PHA will comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) (Employment Opportunities for Lower Income Persons in Connection with Assisted Projects) and its implementing regulation at 24 CFR part 135, including the reporting requirements of subpart E.

26. The PHA will comply with Davis-Bacon or HUD-determined prevailing wage rate requirements to the extent required under Section 12 of the U.S. Housing Act of 1937.

27. As applicable, the PHA will comply with the relocation assistance and real property acquisition requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and government-wide implementing regulations at 49 CFR part 24; relocation regulations at 24 CFR 968.108 or successor part (rehabilitation, temporary relocation); 24 CFR 941.207 or successor part (acquisition); and 24 CFR Section 18 of the 1937 Act as amended (disposition).

28. The PHA will comply with the HOPE VI requirements for reporting and access to records as required in the HOPE VI Revitalization Grant Agreement.

29. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4821, et seq.) and is subject to 24 CFR part 35 and 24 CFR part 965 (subpart H), as they may be amended from time to time, and Section 968.110(k) or successor part.

30. The PHA will comply with the policies, guidelines, and requirements of OMB

Circular A-87 (Cost Principles Applicable to Grants, Contracts, and Other Agreements with State and Local Governments).

31. The PHA will comply with 24 CFR part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments), as modified by 24 CFR 941 or successor part, subpart F, relating to the procurement of partners in mixed finance developments, except when inconsistent with the provisions of the 2000 Appropriations Act or other applicable Federal statutes. Requests for Proposals (RFPs) and Requests for Qualifications (RFQs) will reflect pertinent language from the program section of FY 2000 HOPE VI NOFA; e.g., seeking diversity, accessibility, fair housing requirements, etc.

32. The PHA will keep records in accordance with 24 CFR 85.20 that facilitate an effective audit to determine compliance with program requirements, and comply with the audit requirements of 24 CFR 85.26.

33. The PHA will enter into a binding Development Agreement within 12 months from the date of HUD's approval of the Revitalization Plan. In no event may this time period exceed 18 months from the date the Grant Agreement is executed.

34. The PHA will complete construction within 48 months from the date of HUD's approval of the RP. In no event may the time period for completion exceed 54 months from the date the Grant Agreement is executed.

35. All activities that include construction, rehabilitation, lead-based paint removal, and related activities will meet or exceed local building codes. New construction will comply with the latest HUD-adopted Model Energy Code issued by the Council of American Building Officials.

Appendix B—HOPE VI Demolition Applicant Certifications

Acting on behalf of the Board of Commissioners of the Public Housing Authority (PHA) listed below, as its Chairman, I approve the submission of the HOPE VI Demolition funding application of which this document is a part and make the following certifications to and agreements with the Department of Housing and Urban Development (HUD) in connection with the application and implementation thereof:

Applicant Certifications

1. The public housing project or building in a project targeted in this HOPE VI Demolition application meets the definition of severe distress provided in Section IV.(A)(1) of the program section of the FY 2000 HOPE VI NOFA, in accordance with Section 24(j)(2) of the U.S. Housing Act of 1937 ("the Act").

2. The PHA has not received assistance from the Federal government, State, or unit of local government, or any agency or instrumentality, for the specific demolition

activities for which funding is requested in the HOPE VI Demolition application.

3. The PHA is in full compliance with any desegregation or other court order related to Fair Housing (e.g., Title VI of the Civil Rights Act of 1964, the Fair Housing Act, and Section 504 of the Rehabilitation Act of 1973) that affects the PHA's public housing program and that is in effect on the date of application submission.

4. The PHA does not have any litigation pending which would preclude timely start-up of activities.

5. PHA has returned any excess advances received during development or modernization, or amounts determined by HUD to constitute excess financing based on a HUD-approved Actual Development Cost Certificate (ADCC) or Actual Modernization Cost Certificate (AMCC), or that HUD has approved a pay-back plan.

Grantee Certifications

If selected for HOPE VI Demolition funding:

6. The PHA will comply with all policies, procedures, and requirements prescribed by HUD for the HOPE VI program, including the implementation of HOPE VI Demolition activities in a timely, efficient, and economical manner.

7. The PHA will procure a demolition contractor within six months from the date of Grant Agreement execution, and complete the demolition within two years from the date of Grant Agreement execution.

8. The PHA will not receive assistance from the Federal government, State, or unit of local government, or any agency or instrumentality, for the specific activities funded by the HOPE VI Demolition grant. The PHA has established controls to ensure that any activity funded by the HOPE VI Demolition grant is not also funded by any other HUD program, thereby preventing duplicate funding of any activity.

9. The PHA will not provide to any development more assistance under the HOPE VI Demolition grant than is necessary to perform demolition activities after taking into account other governmental assistance provided.

10. The PHA will comply with the requirements of the Fair Housing Act (42 U.S.C. 3601-19) and regulations pursuant thereto (24 CFR part 100); Executive Order 11063 (Equal Opportunity in Housing) and regulations pursuant thereto (24 CFR part 107); the fair housing poster regulations (24 CFR part 110) and advertising guidelines (24 CFR part 109); Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and regulations pursuant thereto (24 CFR part 1).

11. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975 (42 U.S.C. 6101-07) and regulations issued pursuant thereto (24 CFR part 146); the prohibitions against discrimination against, and reasonable

modification and accommodation and accessibility requirements for, handicapped individuals under Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and regulations issued pursuant thereto (24 CFR part 8); the Americans with Disabilities Act (42 U.S.C. 12101 *et. seq.*) and regulations issued pursuant thereto (28 CFR part 36); and the Architectural Barriers Act of 1968, as amended (42 U.S.C. 4151) and regulations issued pursuant thereto (24 CFR part 40).

12. The PHA will address the elimination of impediments to fair housing that were identified in the jurisdiction's Analysis of Impediments to Fair Housing Choice; remedy discrimination in housing; and promote fair housing rights and fair housing choice.

13. The PHA has adopted the goal of awarding a specified percentage of the dollar value of the total of the HOPE VI contracts to be awarded during subsequent fiscal years to minority business enterprises and will take appropriate affirmative action to assist resident-controlled and women's business enterprises in accordance with the requirements of Executive Orders 11246, 11625, 12432, and 12138.

14. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) (Employment Opportunities for Lower Income Persons in Connection with Assisted Projects) and its implementing regulation at 24 CFR part 135, including the reporting requirements of Subpart E.

15. The PHA will comply with HUD-determined prevailing wage rate requirements to the extent required under section 12 of the Act.

16. As applicable, the PHA will comply with the relocation assistance and real property acquisition requirements of section 18 of the Act, as amended (demolition approved by a Section 18 demolition application; and/or the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and government-wide implementing regulations at 49 CFR part 24 (demolition pursuant to a Section 18 demolition application; demolition approved pursuant to a Mandatory Conversion Plan).

17. The PHA will comply with the HOPE VI requirements for reporting and access to records as required in the HOPE VI Demolition Grant Agreement.

18. The PHA will keep records in accordance with 24 CFR 85.20 that facilitate an effective audit to determine compliance with program requirements, and comply with the audit requirements of 24 CFR 85.26.

19. The PHA will comply with the policies, guidelines, and requirements of OMB Circular A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).

BILLING CODE 4210-32-P

Appendix C

The non-standard forms, which follow, are required for your HOPE VI application.

**HOPE VI Revitalization
Application Data Form**

**U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing**

**OMB Approval No. 2577-0208
(exp. 00/00/00)**

Public Reporting Burden for this collection of information is estimated to average 80 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Response to this collection of information is mandatory to obtain a benefit. The information requested does not lend itself to confidentiality. HUD may not conduct or sponsor, and an applicant is not required to respond to a collection of information unless it displays a currently valid OMB control number.

Attachment 20: *Application Data Form: Cover Sheet*

Development Name: _____

Applicant Information

PHA Number: ____ - ____

PHA Name: _____

PHA Street Address: _____

City, State, Zip: _____ Main Telephone #: _____

PHA Executive Director: _____ Telephone: _____ Fax: _____

Email Address: _____

HOPE VI Coordinator: _____ Telephone: _____ Fax: _____

Email Address: _____

HOPE VI Developer (if any): _____ Telephone: _____ Fax: _____

HOPE VI Developer Contact: _____ Email Address: _____

Program Manager (if any): _____ Telephone: _____ Fax: _____

Email Address: _____

Additional Partner: _____ Functional Title: _____

Additional Partner: _____ Functional Title: _____

Existing Development Name: _____

Street Address/Zip: _____

Existing Project Number(s): _____ Neighborhood name/Area of town: _____

New Development Name: _____ Congressional District: _____

Mixed Income Proposed? _____ Mixed Finance Proposed? _____

Data Summary

	Existing	Post-Development
Number of replacement Public Housing units (on/off-site, including homeownership units - excluding rehabilitated units)		
Number of non-Public Housing, subsidized units (on/off-site, including homeownership)		
Number of market-rate units (no income restrictions)		
TOTAL NUMBER OF UNITS		
Number of units to be rehabilitated (excluding acquisition with rehab)		
Number of newly constructed on-site units (incl. acquisition with rehab)		
Number of newly constructed/off-site units (incl. acquisition with rehab)		
Number of occupied units (at time of application)		
Number of vacant units (at time of application)		

**Attachment 21: *Application Data Form:*
*Existing Units, Occupancy, Vacancy***

Development Name: _____

Existing Units at Time of Grant Application

<i>Building Type</i>	<i>Size</i>	<i>Number Occupied</i>	<i>Number Vacant</i>	<i>Total Units</i>	<i>Converted to non-dwelling</i>	<i>Demo Planned</i>
<i>Row</i>	0 BR					
	1 BR					
	2 BR					
	3 BR					
	4 BR					
	5 BR					
	6 BR					
	<i>Total</i>					

<i>Detached/</i>	0 BR					
<i>Semi detached</i>	1 BR					
	2 BR					
	3 BR					
	4 BR					
	5 BR					
	6 BR					
	<i>Total</i>					

<i>Walkups</i>	0 BR					
	1 BR					
	2 BR					
	3 BR					
	4 BR					
	5 BR					
	6 BR					
	<i>Total</i>					

<i>Elevator</i>	0 BR					
	1 BR					
	2 BR					
	3 BR					
	4 BR					
	5 BR					
	6 BR					
	<i>Total</i>					

<i>Grand Total</i>						
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Attachment 22: *Application Data Form:*
Relocation, Income, and Non-Dwelling Structures

Development Name: _____

Relocation/Occupancy

<i>Relocation Strategy:</i>	<i>Planned</i>
<i>To be provided Section 8 certificates/vouchers:</i>	
<i>To be moved within public housing (on and off-site):</i>	
<i>To move to non-assisted housing/unknown:</i>	
<i>Total</i>	

<i>Number of Section 8 certificates/vouchers requested/received from HUD for this project:</i>	<i>Requested</i>	<i>Received</i>

Number of occupied units at grant application: _____

Projected number of occupied units at time of demolition application approval: _____

<i>Families to be rehoused</i>	<i>Planned</i>
<i>Number of original families to be returned to the HOPE VI development (both on and off-site):</i>	
<i>Number of these families to be housed in new construction</i>	

<i>Family Income</i>	<i>Existing</i>	<i>Post Development</i>
<i>Average income (as percentage of Median) of Public Housing Residents in Development:</i>		
<i>Average income (as percentage of Median) of otherwise subsidized residents in Neighborhood:</i>		
<i>Average Income (as percentage of Median) of market-rate residents in the Neighborhood:</i>		
<i>Resident Profile:</i>		
<i>Total Number of Residents:</i>		
<i>Number of children under 18 years of age:</i>		
<i>Number of children under 6 years of age:</i>		
<i>Number of senior citizens:</i>		
<i>Number of individuals with disabilities</i>		

Non-Dwelling Structure Summary

<i>Proposed Non-Dwelling Structures (Please Describe, including type of facility and whether proposing new construction or rehabilitation)</i>	<i>New or Rehab</i>	<i>Square Footage</i>	<i>Total Cost</i>	<i>Cost per Sq. Ft.</i>

**Attachment 23: *Application Data Form:*
*Proposed Unit Mix Post-Revitalization***

Development Name: _____

Proposed Unit Mix Post-Revitalization

New Construction (include any acquisition w/rehab)

Rehabilitation

<i>Row: New Construction</i>					<i>Row: Rehabilitation</i>				
<i>Size</i>	<i>Sq. Ft.</i>	<i>ACC Units*</i>	<i>Non-ACC Units**</i>	<i>Other Home-ownership</i>	<i>Size</i>	<i>Sq. Ft.</i>	<i>ACC Units*</i>	<i>Non-ACC Units**</i>	<i>Other Home-ownership</i>
0 BR					0 BR				
1 BR					1 BR				
2 BR					2 BR				
3 BR					3 BR				
4 BR					4 BR				
5 BR					5 BR				
6 BR					6 BR				
<i>Total</i>					<i>Total</i>				

<i>Detached/Semi-detached: New Construction</i>					<i>Detached/Semi-detached: Rehabilitation</i>				
<i>Size</i>	<i>Sq. Ft.</i>	<i>ACC Units*</i>	<i>Non-ACC Units**</i>	<i>Other Home-ownership</i>	<i>Size</i>	<i>Sq. Ft.</i>	<i>ACC Units*</i>	<i>Non-ACC Units**</i>	<i>Other Home-ownership</i>
0 BR					0 BR				
1 BR					1 BR				
2 BR					2 BR				
3 BR					3 BR				
4 BR					4 BR				
5 BR					5 BR				
6 BR					6 BR				
<i>Total</i>					<i>Total</i>				

<i>Walkups: New Construction</i>					<i>Walkups: Rehabilitation</i>				
<i>Size</i>	<i>Sq. Ft.</i>	<i>ACC Units*</i>	<i>Non-ACC Units**</i>	<i>Other Home-ownership</i>	<i>Size</i>	<i>Sq. Ft.</i>	<i>ACC Units*</i>	<i>Non-ACC Units**</i>	<i>Other Home-ownership</i>
0 BR					0 BR				
1 BR					1 BR				
2 BR					2 BR				
3 BR					3 BR				
4 BR					4 BR				
5 BR					5 BR				
6 BR					6 BR				
<i>Total</i>					<i>Total</i>				

<i>Elevator: New Construction</i>					<i>Elevator: Rehabilitation</i>				
<i>Size</i>	<i>Sq. Ft.</i>	<i>ACC Units*</i>	<i>Non-ACC Units**</i>	<i>Other Home-ownership</i>	<i>Size</i>	<i>Sq. Ft.</i>	<i>ACC Units*</i>	<i>Non-ACC Units**</i>	<i>Other Home-ownership</i>
0 BR					0 BR				
1 BR					1 BR				
2 BR					2 BR				
3 BR					3 BR				
4 BR					4 BR				
5 BR					5 BR				
6 BR					6 BR				
<i>Total</i>					<i>Total</i>				

<i>Grand Total</i>									
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*ACC units include PH rental, PH/LIHTC, and Part 906 lease purchase.

** Non-ACC units have no PH or HOPE VI funds and will not be under ACC.

**Attachment 24: *Application Data Form:*
*Planned Units, Accessibility, and Concentration***

Development Name: _____

**Planned
Units**

Rental Units: ACC							
PH/Only		PH/LIHTC		PH/Other		Total ACC	
On Site	Off Site	On Site	Off Site	On Site	Off Site	On Site	Off Site

Rental Units: Non-ACC							
LIHTC		HOME		No Income Restrictions		Total Non ACC	
On Site	Off Site	On Site	Off Site	On Site	Off Site	On Site	Off Site

Homeownership Units									
Part 906 Homeownership (PH Funds Included)		Other Homeownership (PH Funds Included)		Other Subsidized Homeownership with Income Restrictions (No PH Funds)		Unsubsidized Homeownership with No Income Restrictions		Total Homeownership	
On Site	Off Site	On Site	Off Site	On Site	Off Site	On Site	Off Site	On Site	Off Site

Of the homeownership units,
how many are rent to own?

Grand Total	

Accessibility

New Construction	# Rental Units	# Homeownership Units	# Lease/Purchase Units Part 906	Total
Handicap				
Hearing Impaired				
Sight Impaired				

Rehabilitation	# Rental Units	# Homeownership Units	# Lease/Purchase Units Part 906	Total
Handicap				
Hearing Impaired				
Sight Impaired				

Concentration

Concentration	Pre Development	Post Development
Density of on-site development (Units per Acre):		
Percent of very low income families in the development (30% of median or below)		

Attachment 25: *Application Data Form: Self-Sufficiency*

Development Name: _____

	During Last 12 Months	At Time of Application	At Grant Award	One Year after Grant Award	Two Years after Grant Award	At Close of Grant
A. Graduation from Public Assistance						
Number of households whose primary monthly source of income is:						
Wages/Salary						
TANF						
Other						
B. Employment/Obstacles to Employment						
Number of TANF participants enrolled in jobs training programs						
Number of non-TANF participants enrolled in jobs training programs						
Number of unemployed residents placed in:						
Section 3 jobs						
Non-Section 3 Jobs						
C. Economic Development						
Number of resident-owned businesses						
D. Section 3						
Dollar amount of HOPE VI contracts going to Section 3 firms						
E. Education						
Number of residents without a high school diploma or G.E.D.						
F. Homeownership						
Number of residents in homeownership counseling						
G. Case Management						
If you have a Family Supportive Services program:						
Number of residents enrolled in FSS program						
Dollar amount in escrow accounts						
H. Youth Programs						
Number of youth participating in youth programs						
Number of children participating in day care programs						
I. Health						
Number of partnerships with healthcare agencies (e.g., clinics, hospitals, universities)						
J. Transportation						
Number of residents who use public transportation to get to work or services						

Development Name: _____

Planned Spending	HOPE VI funds	Other funds	Total
Day Care			
Health Care			
Education			
Job Training			
Business Development Training			
Case Management			
Other, (specify)			
Other, (specify)			
Other, (specify)			
Other, (specify)			
Other, (specify)			
Other, (specify)			
TOTAL			

List of Self-Sufficiency (CSS) Programs

[illegible][illegible]

Attachment 26: *Application Data Form: Sources and Uses*

Development Name: _____

Uses (S)*	HOPE VI Uses (\$) +	Non-HOPE VI Uses =	Total
Administration			
Administration			
Management Improvements			
Management Improvements - Dev			
Management Improvements - CSS			
Acquisition			
Site Acquisition			
Building Acquisition, Turnkey			
Building Acquisition, Rehabilitation			
Building Acquisition, Non-Dwelling			
Building Remediation/Demolition			
Remediation, Dwelling Units			
Demolition, Dwelling Units			
Remediation, Non-Dwelling Units			
Demolition, Non-Dwelling Units			
Demolition, Other			
Site Improvements			
Site Remediation			
Site Infrastructure			
Off-site improvements			
Construction			
Dwelling Structures - hard costs			
Non-Dwelling - hard costs			
General Requirements			
Builder's Profit			
Builder's Overhead			
Bond Premium			
Hard cost contingency			
Equipment			
Dwelling Equipment			
Non-Dwelling Equipment			
Professional Fees/Consultant			
Services			
Program Management Services			
Architectural			
Engineering			
Construction Management Services			
Appraisal			
Environmental			
Market Study			
Historic preservation documentation			
Other			
Legal			
Organizational			
Syndication			
PHA outside counsel			
Other			
Tax Credit			
Accounting			
Tax credit application			
Tax credit monitoring fee			
Consultant			
Other			

Development Name: _____

Total Uses must Equal Total Sources

HOPE VI Budget Part I: Summary

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0208 (exp. 5/31/2000)

Public Reporting Burden for this collection of information is estimated to average 6 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

This information is necessary to provide details on the funds requested by Housing Authorities. The form displays the amount requested, broken down by budget line item, with each use explained on Part II. The requested information will be reviewed by HUD to determine if the amount requested is reasonable and whether the required percentages of capital and supportive services funds are met. Responses to the collection are required by the appropriation under which the HOPE VI grant was funded. The information collected does not lend itself to confidentiality.

HUD may not conduct or sponsor, and a person is not required to respond to collection of information unless it displays a currently valid OMB control number.

PHA Name		HOPE VI Grant Number			
Line No.	Summary by Budget Line Item	Capital Costs	Supportive Services Costs	Total Funds Requested	HUD Approved Funds
1	Total Non-HOPE VI Funds				
2	1408 Management Improvements				
3	1410 Administration				
4	1430 Fees and Costs				
5	1440 Site Acquisition				
6	1450 Site Improvement				
7	1460 Dwelling Structures				
8	1465 Dwelling Equipment—Nonexpendable				
9	1470 Nondwelling Structures				
10	1475 Nondwelling Equipment				
11	1485 Demolition				
12	1495 Relocation Cost				
13	Amount of HOPE VI Grant (Sum of lines 2-12)				

Signature of PHA Executive Director

HUD Certification: In approving this budget and providing assistance to a specific housing development(s), I hereby certify that the assistance will not be more than is necessary to make the assisted activity feasible after taking into account assistance from other government sources (24 CFR 12.50).

Signature of Authorized HUD Official

Date (mm/dd/yyyy)

Date (mm/dd/yyyy)

Previous editions are obsolete

Page ____ of ____

form HUD-52825-A (12/96)
ref Handbook 7485.1

HOPE VI Budget Part II: Supporting Pages						
Work Item Number 1	Budget Line Item Number 2	Statement of Need 3	Description of Proposed/Approved Action and Method of Accomplishment 4	Individual Project Number 5	Total Funds Requested 6	HUD-Approved Funds 7

HA Name

Previous editions are obsolete

Page ____ of ____

form HUD-52825-A (12/96)
ref Handbook 7485.1

Instructions for Preparation of Form HUD-52825-A,**HOPE VI Budget Submission:**

When requested by HUD, prepare a separate form HUD-52825-A (Parts I and II) for the HOPE VI program, describing the activities which are planned to be undertaken with the HOPE VI funds. Submit the original and two copies (or any lesser number of copies as specified by HUD) of this form to the HUD Field Office. On an as-needed basis, submit a revised form when the HUD-established threshold requires prior HUD approval to revise the HOPE VI Budget.

Part I: Summary

HA Name - Enter the name of the Housing Authority (HA).

HOPE VI Grant Number - Enter the unique HOPE VI Grant number assigned by HUD upon grant approval.

FFY of Grant Approval - Enter the Federal Fiscal Year (FFY) in which the HOPE VI grant is being approved/was approved. (last 2 digits of HOPE VI Grant Number).

Type of Submission - Check the appropriate box and indicate whether the submission is the Original HOPE VI Budget or a Revised HOPE VI Budget (and revision number).

Total Funds Approved:

Line 1 - Enter the amount rounded to the nearest ten dollars, for all work that will be undertaken from non-HOPE VI funds. Enter zero if no work will be undertaken from non-HOPE VI funds.

Lines 2 through 12 - For each line, enter the appropriate amount rounded to the nearest ten dollars, or zero if no work will be undertaken in a particular HOPE VI budget line item.

Line 13 - Amount of HOPE VI Grant - Enter the sum of lines 2 through 12.

Part II: Supporting Pages

1. Work Item Number - Number each work item sequentially.

2. Budget Line Item Number - Enter the appropriated HOPE VI budget line item which corresponds to the work item described.

3. Statement of Need

4. Description of Proposed/Approved Action and Method of Accomplishment
- For each HOPE VI budget line item listed, provide a statement of need and a description of all work items (physical or management, as applicable) that will be funded with HOPE VI funds, including management improvements, supportive services, administrative costs, equipment, etc. Enter the quantity of the work as a percentage or whole number. Describe administrative costs in sufficient detail to clearly identify items.

5. Individual Project Number - Enter the abbreviated (e.g., VA-36-1) of the development where the work items will be undertaken.

6. Total Funds Requested - For each work item and HA-wide activity described, enter the total funds requested. Where appropriate, add a reasonable contingency amount to each work item and indicate the percentage.

Funding Application

Section 8 Tenant-Based Assistance
 Rental Certificate Program
 Rental Voucher Program

**U.S. Department of Housing
 and Urban Development**
 Office of Public and Indian Housing

OMB Approval No. 2577-0169
 (exp. 9/30/2002)

Send the original and two copies of this application form and attachments to the local HUD Field Office

Public reporting burden for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

Eligible applicants (HAs) must submit this information when applying for grant funding for tenant-based housing assistance programs under Section 8 of the U.S. Housing Act of 1937 (42 U.S.C. 1437f). HUD will use the information to evaluate an application based on selection criteria stated in the Notice of Funding Availability (NOFA). HUD will notify the HA of its approval/disapproval of the funding application. Responses are required to obtain a benefit from the Federal Government. The information requested does not lend itself to confidentiality.

Name and Mailing Address of the Housing Agency (HA) requesting housing assistance payments

Application/Project No. (HUD use only)

Do you have an ACC with HUD	No	Yes	Date of Application	Legal Area of Operation (area in which the HA has authority under State and local law to administer the program)
for Section 8 Certificates?	<input type="checkbox"/>	<input type="checkbox"/>		
for Section 8 Vouchers?	<input type="checkbox"/>	<input type="checkbox"/>		

A. Area(s) From Which Families To Be Assisted Will Be Drawn.

Locality (city, town, etc.)

	County	Congressional District	Units

B. Proposed Assisted Dwelling Units.

(Complete this section based on the unit sizes of the applicants at the top of the waiting list)

Number of Dwelling Units by Bedroom Size

	0-BR	1-BR	2-BR	3-BR	4-BR	5-BR	6+BR	Total Dwelling Units
Certificates								
Vouchers								

C. Average Monthly Adjusted Income. Complete this section based on actual incomes of current participants by unit size. Enter average monthly adjusted income for each program separately and only for the unit sizes requested in Section B.

	0-BR	1-BR	2-BR	3-BR	4-BR	5-BR	6+BR
Certificates	\$	\$	\$	\$	\$	\$	\$
Vouchers	\$	\$	\$	\$	\$	\$	\$

D. Need for Housing Assistance. Demonstrate that the project requested in this application is responsive to the condition of the housing stock in the community and the housing assistance needs of low-income families residing in or expected to reside in the community. (If additional space is needed, add separate pages.)

E. Housing Quality Standards (HQS). (Check applicable box)

- ☐ HUD's HQS will be used with no modifications ☐ Attached for HUD approval are HQS acceptability criteria variations

F. New HA Information. Complete this section if HA currently does not administer a tenant-based certificate or voucher program.

Financial and Administrative Capability. Describe the experience of the HA in administering housing or other programs and provide any other relevant information which evidences present or potential management capability for the proposed rental assistance program. Submit this narrative on a separate page.

Qualification as an HA. Demonstrate that the applicant qualifies as an HA and is legally qualified and authorized to administer the funds applied for in this application. Submit the relevant enabling legislation and a supporting legal opinion.

Note: If this application is approved, the HA must submit for HUD approval a utility allowance schedule and budget documents.

G. Certifications. The following certifications are incorporated as a part of this application form. The signature on the last page of this application of the HA representative authorized to sign the application signifies compliance with the terms of these certifications.**Equal Opportunity Certification**

The Housing Agency (HA) certifies that:

- (1) The HA will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and regulations issued pursuant thereto (24 CFR Part 1) which state that no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives financial assistance; and will take any measures necessary to effectuate this agreement.
- (2) The HA will comply with the Fair Housing Act (42 U.S.C. 3601-19) and regulations issued pursuant thereto (24 CFR Part 100) which prohibit discrimination in housing on the basis of race, color, religion, sex, handicap, familial status, or national origin, and administer its programs and activities relating to housing in a manner to affirmatively further fair housing.
- (3) The HA will comply with Executive Order 11063 on Equal Opportunity in Housing which prohibits discrimination because of race, color, creed, or national origin in housing and related facilities provided with Federal financial assistance and HUD regulations (24 CFR Part 107).
- (4) The HA will comply with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and regulations issued pursuant thereto (24 CFR Part 8) which state that no otherwise qualified individual with handicaps in the United States shall solely by reason of the handicap be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.
- (5) The HA will comply with the provisions of the Age Discrimination Act of 1975 (42 U.S.C. 6101-07) and regulations issued pursuant thereto (24 CFR Part 146) which state that no person in the United States shall on the basis of age be excluded from participation in, be denied the benefits of, or be subjected to discrimination under a program or activity receiving Federal financial assistance.
- (6) The Housing Agency will comply with the provisions of Title II of the Americans with Disabilities Act (42 U.S.C. 12131) and regulations issued pursuant thereto (28 CFR Part 35) which state that subject to the provisions of Title II, no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs or activities of a public entity, or be subjected to discrimination by any such entity.

The following provisions apply only to housing assisted with Project-Based Certificates:

- (7) The HA will comply with Executive Order 11246 and all regulations pursuant thereto (41 CFR Chapter 60-1) which state that no person shall be discriminated against on the basis of race, color, religion, sex or national origin in all phases of employment during the performance of Federal contracts and shall take affirmative action to ensure equal employment opportunity.
- (8) The HA will comply with Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701u) and regulations issued pursuant thereto (24 CFR Part 135), which require that, to the greatest extent feasible, opportunities for training and employment be given to low-income persons residing within the unit of local government for metropolitan area (or nonmetropolitan county) in which the project is located.

Certification Regarding Lobbying

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Certification Regarding Drug-Free Workplace Requirements

Instructions for Drug-Free Workplace Requirements Certification:

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification set out below.
2. The certification set out below is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, the agency, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio studios).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

Controlled substance means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

Conviction means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

Criminal drug statute means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

Employee means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All *direct charge* employees; (ii) All *indirect charge* employees unless their impact or involvement is insignificant to the performance of the grant; and, (iii) Temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees or subrecipients or subcontractors in covered workplaces).

A. The grantee certifies that it will or will continue to provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) Establishing an ongoing drug-free awareness program to inform employees about:
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency in writing, within ten calendar days after receiving notice under paragraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under paragraph (d)(2), with respect to any employee who is so convicted:

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e) and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, State, zip code)

Check ☐ if there are workplaces on file that are not identified here.

Housing Agency Signature

Signature of HA Representative

Print or Type Name of Signatory

Phone No.

Date

**DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT**

**PUBLIC HOUSING DRUG
ELIMINATION - TECHNICAL
ASSISTANCE (DETAP)**

FUNDING AVAILABILITY FOR PUBLIC AND INDIAN HOUSING DRUG ELIMINATION TECHNICAL ASSISTANCE PROGRAM (DETAP)

Program Overview

Purpose of the Program. The purpose of the Public and Indian Housing Drug Elimination Technical Assistance Program (DETAP) is to provide no more than thirty (30) billable days of technical assistance (TA) consultant services to assist public housing agencies (PHAs), Indian tribes and Tribally Designated Housing Entities (TDHEs), Resident Management Corporations (RMCs), incorporated Resident Councils (RCs), and Resident Organizations (ROs) to improve the management and effectiveness of the Public Housing Drug Elimination Program. The TA services may be conducted over a period of not more than 90 days.

Available Funds. Approximately \$500,000.

Eligible Applicants. Public Housing Authorities (PHAs), Indian tribes and Tribally Designated Housing Entities (TDHEs); incorporated Resident Management Corporations (RMCs), incorporated Resident Councils (RCs), and Resident Organizations (ROs).

Application Deadline. **June 9, 2000.**
Match. None.

Additional Information

If you are interested in applying for Public Housing Drug Elimination Technical Assistance funding, please review carefully the **General Section** of this SuperNOFA and the following additional information.

I. Application Due Date, Application Kits, Further Information, and Technical Assistance

Application Due Date. Your completed application (an original and one copy) is due on or before 12:00 midnight, Eastern time, on June 9, 2000, at the address shown below. The only exception to this deadline is for HUD-Initiated Public Housing Drug Elimination Technical Assistance, for which there is no application deadline.

See the **General Section** of this SuperNOFA for specific procedures governing the form of application submission (e.g., mail applications, express mail, overnight delivery, or hand-carried).

Address for Submitting Applications. Your application consists of one original signed application and two copies. Submit one original application and one copy to the Community Safety and Conservation Division (CSCD), Room 4206 at the HUD Headquarters Building

located at 451 Seventh Street, SW, Washington, DC 20410.

Submit the second copy of your application to the appropriate HUD Field Office or HUB with delegated public housing responsibilities for your organization. See Appendix A for a list of HUD offices with delegated responsibilities. You may also call the SuperNOFA Information Center at 1-800-HUD-8929 if you have a question regarding where you should submit your application (persons with hearing or speech impairments may call the Center's TTY number at 1-800-HUD-2209).

You must submit with your application(s) to CSCD, a Confirmation Form documenting that the appropriate HUD Field Office or Hub received your TA application (this form is a threshold requirement).

HUD will review and accept DETAP applications on a first come first serve basis until June 9, 2000, or until funds available under this program are expended. Due to the reduced availability of funds in FY 2000, HUD encourages you to submit early.

For Application Kits. For an application kit and any supplemental information, please call the SuperNOFA Information Center at 1-800-HUD-8929. Persons with hearing or speech impairments may call the Center's TTY number at 1-800-HUD-2209. When requesting an application kit, please refer to the Public Housing Drug Elimination Technical Assistance Program, and provide your name, address (including ZIP Code) and telephone number (including area code). An application kit is also available on the Internet through the HUD web site at <http://www.hud.gov/pih/programs/ph/de/cscd.html>.

For Further Information and Technical Assistance. You may contact the local HUD Field Office or Hub where you will be submitting your application or you may call the Public Housing Drug Elimination TA Support Center at 1-800-578-3472, option 3. For further information on how to initiate an application for technical assistance, please contact LaWanda Young of the Community Safety and Conservation Division on (202) 708-1197, extension 4209.

Satellite Broadcast. HUD will hold an information broadcast via satellite for potential applicants to learn more about the program and preparation of the application. For more information about the date and time of the broadcast, you should consult the HUD web site at <http://www.hud.gov>.

II. Amount Allocated

For FY 2000, approximately \$500,000 is available for Public Housing Drug Elimination Technical Assistance.

III. Program Description; Eligible Applicants; Eligible Activities

(A) *Program Description.* (1) The purpose of this program is to provide not more than thirty (30) billable days of technical assistance (TA) consultant services to assist public housing agencies (PHAs), Indian tribes and Tribally Designated Housing Entities (TDHEs), Resident Management Corporations (RMCs), incorporated Resident Councils (RCs) and Resident Organizations (ROs) to improve the administration and effectiveness of the Public Housing Drug Elimination Program (PHDEP) grants. The TA services may be conducted over a period not to exceed 90 days. Housing Authorities are encouraged to use this program as a tool to evaluate, monitor and administer the Public Housing Drug Elimination Program grants.

(2) HUD may also initiate TA under this program to identify areas of high risk among HAs and to improve administration of PHDEP grants nationally. HUD initiated TA requires an application with a letter of support from the HUD Field Office. HUD initiated TA is also short-term assistance.

(3) The program will fund the use of consultants having demonstrated knowledge of or specialized experience in providing the following services:

- (a) Crisis Intervention/Mediation;
- (b) Defensible Space/Crime Prevention through Environmental Design;
- (c) Guidance on the development of Five-year PHA Plans;
- (d) Assistance in the development or evaluation of PHDEP performance indicators for each PHDEP activity;
- (e) Tools and techniques for gathering crime statistics;
- (f) Crime mapping techniques;
- (g) Technology Assessments: Determination of how computer software and hardware may be used to improve grant administration (e.g., establishment of a crime statistics database);
- (h) Training on Best Practices (e.g., Peacemakers/Building Tolerance and Youth Violence Prevention, Wellness Training, Development and Implementation of Kobans, Development of Gun-Buyback programs);
- (i) Establishment of Partnerships with Law enforcement agencies;
- (j) Drafting memoranda of understanding with partners;

(k) Translation of the strategic plan components into measurable and attainable goals for the PHDEP Semi-Annual Performance Reporting System;

(l) Plan versus Performance Assessments;

(m) Internet-based computer training as it specifically relates to the administration of the PHDEP.

(B) *Eligible Applicants.* PHAs, Indian tribes and TDHEs, RCs, ROs in the case of Indian tribes and TDHEs, and RMCs are eligible to receive short-term technical assistance services under DETAP. Specific eligibility requirements are:

(1) If you are an RC or RO, you must be an incorporated nonprofit organization or association that meets all seven of the following requirements:

(a) You must be representative of the residents you purport to represent.

(b) You may represent residents in more than one development or in all of the developments of a PHA or Indian tribe or TDHE, but you must fairly represent residents from each development that you represent.

(c) You must adopt written procedures providing for the election of specific officers on a regular basis, but at least once every 3 years.

(d) You must have a democratically elected governing board. The voting membership of your board must consist of residents of the development or developments that you represent.

(e) You must be supported in your application by a PHA or an Indian tribe or TDHE.

(f) You must provide evidence of incorporation.

(g) You must provide evidence of adopted written procedures for electing officers.

(2) If you are an RMC, you must be an entity that proposes to enter into, or that enters into, a management contract with a PHA under 24 CFR part 964, or a management contract with an Indian tribe or TDHE. You must have all seven of the following characteristics:

(a) You must be a nonprofit organization incorporated under the laws of the State or Indian tribe where you are located.

(b) You may be established by more than one RO or RC, so long as each: approves the establishment of your corporation; and has representation on the Board of Directors of your corporation.

(c) You must have an elected Board of Directors.

(d) Your by-laws must require the Board of Directors to include representatives of each RO or RC involved in establishing the corporation.

(e) Your voting members must be residents of the development or developments you manage. (f) You must be approved by the RC. If there is no organized resident organization, a majority of the households of the development must approve the establishment of your organization to determine the feasibility of establishing a corporation to manage the development.

(g) You may serve as either an RMC or RC, so long as your corporation meets the requirements of 24 CFR part 964 for a RC. (In the case of a RMC for an Indian tribe or TDHE, you may serve as both the RMC and the RO, so long as your corporation meets the requirements of this program for a RO.)

(3) You can only submit one application per award period. A PHA and its eligible resident groups, and an Indian tribe and its TDHE may apply during the same award period as long as there is no conflict or overlap in your proposed activities. You are eligible to apply to receive technical assistance even if you are already receiving technical assistance under this program, as long as your request creates no scheduling conflict with other DETAP requests. If HUD initiates TA with your organization, you may not receive more than one type of technical assistance concurrently unless HUD, in consultation with your organization, determines that the TA will not negatively affect the quality of the DETAP.

(4) You are eligible to apply to receive technical assistance whether or not you are already receiving drug elimination funds under the Public and Indian Housing Drug Elimination Program.

(5) You must comply with the laws, regulations, and Executive Orders applicable to the Drug Elimination TA Program, including applicable civil rights laws.

(C) *Eligible Activities.* (1) *Eligible activities under this funding.* Funding is limited to technical assistance for carrying out activities authorized under Chapter 2, Subtitle C, Title V of the Anti-Drug Abuse Act of 1988 (42 U.S.C. 11901 et. seq.), as amended by section 581 of the National Affordable Housing Act of 1990 (Pub.L. 101-625, approved November 28, 1990), and section 161 of the Housing and Community Development Act of 1992 (Pub.L. 102-550, approved October 28, 1992). The following circumstances are eligible for HUD-Initiated Technical Assistance under the Public and Indian Housing Drug Elimination Technical Assistance Program. HUD-Initiated technical assistance may be requested by HUD

staff for one or more of the following circumstances:

(a) Housing authorities, Indian tribes, TDHEs, RCs, ROs, and RMCs that are unable to document their drug and/or crime problems through crime statistics;

(b) Housing authorities, Indian tribes, TDHEs, RCs, ROs, and RMCs that do not have the expertise to develop effective drug and crime prevention programs;

(c) Housing authorities that need assistance in using the PHDEP Semi-Annual Performance Reporting System to evaluate their program.

(d) Housing Authorities that need assistance in developing performance indicators; Housing authorities, Indian tribes, TDHEs, RCs, ROs, and RMCs that need assistance in developing evaluation mechanisms for drug elimination programs and strategies.

(e) Housing authorities, Indian tribes, TDHEs, RCs, ROs, and RMCs with special circumstances whose needs fit under the scope of this program section of the SuperNOFA.

(2) *Ineligible Activities.* Funding is not permitted for: (a) Any type of monetary compensation for residents.

(b) Any activity that is funded under any other HUD program, including TA and training for the incorporation of RCs or RMCs, and other management activities;

(c) Any type of resident or PHA staff member training and technical assistance that does not relate to crime, drug reduction/elimination, risk management or technical assistance to improve the overall administration and management of PHDEP grants and performance goals;

(d) Salary or fees to your staff, or your former staff within a year of their employment;

(e) Underwriting conferences;

(f) Grant Writing Training and Funding Research/Development;

(g) Graffiti Removal/Prevention;

(h) Resident Patrols;

(i) Peer Support;

(j) Alternative Programs;

(k) Leadership Training for Resident Organizations;

(l) Conference speakers;

(m) Program implementation, proposal writing, financial support for existing programs, or efforts requiring more than 30 billable days of technical assistance over a 90 day period or assistance that will require more than 90 days to complete; the purchase of hardware or equipment, or any activities deemed ineligible in the Drug Elimination Program, excluding consultant's fees.

IV. Program Requirements

Except as stated below in this section, you must meet the requirements listed

in Section II of the **General Section** of this SuperNOFA. You must also meet these additional requirements:

(A) *Individual Award Amounts.* You may not submit an application for more than \$15,000.

(1) Applications for short-term technical assistance may be funded up to \$15,000, with HUD providing payment directly to your authorized consultant for the consultant's fee, travel, room and board, and other approved costs at the government rate approved by HUD.

(2) Technical assistance initiated by HUD may be for any amount up to \$25,000 when HUD staff determine that more than 30 billable days of technical assistance over a 90-day period is justified.

(B) *Receipt of More than One Application.* If HUD receives more than one application from a HA, or a group of RCs, ROs, or RMCs, or an Indian tribe and a TDHE, in proximity to one another, HUD may exercise discretion to consider any two or more applications as one, recommending one or more consultants and executing contracts for any combination of applications.

(C) *Affirmatively Furthering Fair Housing.* Section II(D) of the **General Section** does not apply to this NOFA because its purpose is to address specific and targeted problems faced by Public Housing Authorities, Indian tribes, Tribally Designated Housing Entities, Resident Management Corporations, Resident Councils, or Resident Organizations in their management of the Public Housing Drug Elimination Program and to assist the applicants in the improvement of the effectiveness of that program.

(D) *Eligible Consultants.* HUD is seeking individuals or entities who have experience working with public or Tribal housing or other low-income populations to provide short-term technical assistance under this DETAP section of the SuperNOFA. Consultants who have previously been deemed eligible and are part of HUD's TA Consultant Database need not reapply, but must update their file with more recent experience and rate justification.

(1) To qualify as an eligible consultant, you should have demonstrated knowledge and specialized experience in one or more of the following general areas:

- (a) PHA/Indian tribe or TDHE-related experience with: (i) Agency organization and management;
- (ii) Facility operations;
- (iii) Strategic plan development, and
- (iv) Prevention and intervention programs;

(b) Experience as an independent consultant, or as a consultant working with a firm with related experience and understanding of on-site work requirements, contractual, reporting and billing requirements;

(c) Crisis Intervention/Mediation;

(d) Defensible Space/Crime Prevention through Environmental Design Guidance on the development of Five-year PHA Plans;

(e) Assistance in the development or evaluation of PHDEP performance indicators for each PHDEP activity;

(f) Tools and techniques for gathering crime statistics;

(g) Crime mapping;

(h) Technology Assessments: Determination of how computer software and hardware may be used to improve grant administration (e.g. establishment of a crime statistics database; Training on Best Practices (e.g. Peacemakers/Building Tolerance and Youth Violence Prevention, Wellness Training, Development and Implementation of Kobans, Development of Gun-Buyback programs);

(i) Establishment of Partnerships with Law enforcement partnerships;

(j) Drafting memoranda of understanding with partners;

(k) Translation of the strategic plan components into measurable and attainable goals for the PHDEP Semi-Annual Performance Reporting System;

(l) Plan versus Performance Assessments;

(m) Internet-based computer training as it specifically relates to the administration of the PHDEP.

(2) Additional requirements for consultants include the following:

(a) In addition to the conflict of interest requirements in 24 CFR part 85, no person who is an employee, agent, officer, or appointed official of an eligible applicant may be funded as a consultant to that organization by this Drug Elimination Technical Assistance Program.

(b) If you are a consultant who wishes to provide drug elimination technical assistance services through this program, you must not have had any involvement in the preparation or submission of any DETAP proposal. Your involvement will be considered a conflict of interest, making you ineligible for providing consulting services to the eligible applicant and will disqualify you from future consideration. This prohibition shall also be invoked for preparing and distributing prepared generic or sample applications to entities eligible to apply for funding under this program. If HUD determines that any application

submitted by a PHA, Indian tribe or TDHE, RC, RO or RMC duplicates a sufficient amount of any prepared sample to raise issues of possible conflict of interest, and HUD determines you provided and distributed the sample, you will be disqualified from receiving HUD funds.

(c) Consultants accepted into the DETAP are prohibited from soliciting their services to eligible applicants.

(d) HUD-registered consultants are eligible to receive funds to be reimbursed for up to \$15,000 for conducting short-term technical assistance. Long-term results are expected from each job. After your work is completed, evaluations from recipients of the technical assistance services will be submitted to HUD on your work performance. The evaluations will be carefully reviewed to make sure the recipients of TA are satisfied with your services. If your performance receives a satisfactory rating, you will be reimbursed by HUD. In extreme cases of technical assistance needs, staff members of HUD Headquarters and field offices may recommend specialized technical assistance for which you can receive up to \$25,000 in funds.

You may not have any more than two contracts or purchase orders at one time nor be involved with more than one company at a time that has active technical assistance contracts. You may not have any more than four contracts or purchase orders within the calendar year. If you are working as a member of a multi-person firm, the key individual for the specific contract must be listed on each contract as the point of contact. The point of contact must be on-site more hours than any other contracted staff billing to the purchase order, and that individual may have no more than two purchase orders active at the same time.

(E) *Ineligible Consultants.* Consultants and/or companies currently debarred or suspended by HUD are not eligible to perform services under this program. Also, consultants that are not in the official Consultant database are considered ineligible for this program.

(F) *Application Process for Consultants.* (1) If you are an individual or entity interested in being listed in the DETAP Consultant Database, you must prepare your application and send it to the address specified in the application kit. Before you can be entered into the Consultant Database, you must submit an application that includes the following information:

(a) The Consultant Resource Inventory Questionnaire, including at least three written references, all related to the

general areas listed in this DETAP section of the SuperNOFA. One or two of the written references must relate to work for a PHA, Indian tribe or TDHE, RC, RO or RMC;

(b) A resume;

(c) Documented evidence of the standard daily fee previously paid to you for technical assistance services similar to eligible activities under this DETAP. If you can justify up to the equivalent of \$462.00 per day, your evidence must include an accountant's statement, W-2 Wage Statements, or payment statements, supplemented with a signed statement or other evidence from the employer of days worked in the course of the particular project (for a payment statement) or the tax year (for a W-2 Statement).

(2) HUD will determine your specific fee based upon the evidence you submitted under this DETAP.

(3) If you are an employee of a housing agency (HA), Indian tribe, or TDHE, you may not serve as a consultant to your employer. If you serve as a consultant to other than your employer, you must be on annual leave to receive the consultant fee.

(i) Applicants are prohibited from selecting consultants by name from HUD's consultant database.

(ii) Consultants will be recommended to an organization seeking TA, based on factors including previous experience, reasonableness of the fee, and geographic proximity to the site where TA will be provided. Section V of this DETAP section of this SuperNOFA explains this further.

V. Application Selection Process

(A) *General.* HUD will review applications on a first-come, first-served basis, until funds under this DETAP section of the SuperNOFA are no longer available. Eligible applications will be funded in the order in which negotiations for a statement of work are completed. HUD-Initiated applications will be received throughout the year with no deadline or until funds are expended.

(B) *Threshold Submission Requirements for Funding Consideration.*

In addition to required forms, certifications and assurances, found in the **General Section** of the SuperNOFA, the following requirements must be included in your application to be considered and approved for funding:

If you are requesting TA services, you must meet the following requirements:

(1) The applicant must answer the following questions: Note: You cannot request technical assistance under DETAP by answering "to conduct a

needs assessment or survey." You must be able to discuss what prevents you from identifying, describing, and/or measuring the problems for which you are requesting technical assistance.

(a) Describe in detail the problem, issue or weakness that hinders the proper administration or effectiveness of PHDEP.

(b) Identify what technical assistance you would like to receive.

(c) Explain how the technical assistance sought will improve the administration of the grant or the effectiveness of the PHDEP grant program.

(d) Describe how the technical assistance will be used in assisting you in strategic planning. You may wish to address any or all of the following:

(i) Establishment of a framework for annual program evaluation of PHDEP activities;

(ii) Scheduling data collection for evaluation;

(iii) Identification of appropriate performance indicators, interpretation of results of data collection;

(iv) Improving data collection and data elements;

(v) Guidance on the development of your 5-year plan;

(vi) Preparation assistance meeting your PHDEP semiannual performance reporting requirements; or

(vii) Crime mapping and identification of appropriate hardware and software.

(e) Specify what outcome you expect to achieve and how it will benefit PHDEP over the next five years.

(f) How will the proposed assistance allow you to develop an anti-drug, anti-crime strategy; or how will the proposed assistance fit into your current strategy?

(g) The application must include the form, "HUD Field Office/AONAP Confirmation Form."

(h) If your application does not meet the requirements described above it will not be considered for funding.

(C) *Application Awards.* (1) If your application is deemed eligible for funding and sufficient funds are available, you will be contacted by HUD or its agent to confirm the work requirements.

(2) Only one application will be accepted from an HA, Indian tribe or TDHE; or group of RCs, ROs or RMCs in proximity to one another. HUD may exercise its discretion to consider any two or more applications as one, assuming that the applications are received at the same time, or before approval by the Office of Finance and Accounting and the Office of Procurement and Contracts, executing the contract, and providing notification

to the consultant to proceed to work. If two or more applications from HAs or resident groups are combined, the consultant to provide the combined technical assistance should have the capability to administer both or all types of technical assistance being requested by each applicant.

(3) Once your application for TA has been reviewed and found acceptable by HUD, the TA Consultant Database will be searched for consultants who have:

(a) A principal place of business or residence located within the same geographic area as the applicant. For purposes of this program section of the SuperNOFA, the term "geographic area" refers to, in order of priority: city, state, region, and country;

(b) The requisite knowledge, skills, and abilities to respond to the request ; and

(c) The most reasonable (least expensive) fees.

(4) HUD will then forward to you a list of suggested consultants from the consultant database. From this list, you must select a consultant to provide your requested TA.

(5)(a) From the list provided by HUD, you must contact three TA consultants. HUD may request confirmation from each contacted consultant that they were contacted. If HUD determines that any consultant was not contacted, HUD (Headquarters) may consider your selection by the applicant void, and can choose a consultant for you.

(b) After contacting each consultant, you must send a written justification for your recommended selection in order of preference. If any are unacceptable, you must also indicate the consultant and the reasons you find them unacceptable.

(c) If you find that all referred consultants lack the requisite expertise, you must provide written detailed documentation justifying this decision. If HUD determines that your justification is adequate, you will be provided with a second list of potential consultants.

(d) If you do not provide HUD the written justification of consultant choice within 30 calendar days, HUD reserves the right to cancel your TA request.

(6)(a) HUD or its agent will work with your selected consultant and you to develop a "statement of work." The statement of work should include:

(i) A time line and estimated budget;

(ii) A discussion of the kind of technical assistance and skills needed to address the problem, and how the technical assistance requested will address these needs; and

(iii) A description of the current crime and drug elimination strategy, and how the requested technical assistance will

assist in improving the management and oversight of the PHDEP Grant Program.

(b)(i) When HUD has completed the authorization to begin work, your selected consultant will be contacted to start work. Your consultant must receive written authorization from HUD or its authorized agent before beginning to provide technical assistance. The requesting organization and the relevant Field Office or Area Office of Office of Native American Programs will also be notified that authorization to begin work has been given.

(ii) Work begun before the authorized date will be considered unauthorized and will not be compensated by HUD.

(iii) Consultants will only be reimbursed for a maximum of 30 days of work, which must be completed in fewer than 90 days from the date of the approved statement of work. The exception to this will be for HUD-Initiated technical assistance.

VI. Application Submission Requirements

(A) *General.* In addition to the program requirements listed in the **General Section** of this SuperNOFA, each DETAP application must include both the descriptive letter and certification statement to be eligible for funding.

(B) *Forms, Certifications and Assurances.* Your application must contain the items listed in this Section VI(B). These items include the standard forms, certifications, and assurances listed in the **General Section** of the SuperNOFA that are applicable to this funding (collectively, referred to as the "standard forms"). The standard forms can be found in Appendix B to the General Section of the SuperNOFA. The remaining application items that are forms (i.e., excluding such items as narratives, letters), referred to as the "non-standard forms" can be found as Appendix A to this program section of the SuperNOFA. The items are as follows:

(1) Applications must be signed and certified by both the Executive Director or Tribal Council or authorized TDHE official and a resident leader.

(2) The certification must indicate that:

(a) A copy of the application was sent to the local HUD Field Office, Public Housing Directors, or Administrator, Office of Native American Programs;

(b) The application was reviewed by both the housing authority Executive Director or Tribal Council or authorized TDHE official, and a resident leader of your organization; and

(c) Any technical assistance received will be used in compliance with all requirements in the SuperNOFA.

(3) The application must contain a four page (or fewer) application letter responding to each of the requirements listed in Section V(B) of the DETAP section of the SuperNOFA.

VII. Corrections to Deficient Applications

The **General Section** of the SuperNOFA provides the procedures for corrections to deficient applications.

VIII. Environmental Requirements

In accordance with 24 CFR 50.19(b)(9), the assistance provided under this program relates only to the provision of technical assistance and therefore is categorically excluded from the requirements of the National Environmental Policy Act and is not subject to environmental review under the related laws and authorities. This determination is based on the ineligibility of real property acquisition, construction, rehabilitation, conversion, leasing, or repair for HUD assistance under this program.

IX. Authority

The FY 2000 HUD Appropriations Act under the heading, "Drug Elimination Grants for Low-Income Housing."

Appendix A—HUD's Public Housing Area Offices

NEW ENGLAND REGION

Boston

Donna Ayala, Office of Public Housing, HUD—Massachusetts State Office, Thomas P. O'Neill, Jr. Federal Building, 10 Causeway Street, Room 553, Boston, MA 02222-1092, (617) 565-5197 Fax (617) 565-5257

Hartford

Raymond Jordan, Office of Public Housing, HUD—Connecticut State Office, 19th Floor, One Corporate Center, Hartford, CT 06103-3220, (860) 240-4800 or (860) 240-4850

Manchester

Robin Gagnon, Office of Public Housing, HUD—New Hampshire State Office, Norris Cotton Federal Building, 275 Chestnut Street, Manchester, NH 03101-2487, (603) 666-7674 or Fax (603) 666-7714

Providence

Marlene Piekarsky, Office of Public Housing, HUD—Rhode Island State Office, 10 Weybosset Street, 6th Floor, Providence, RI 02903-3234, (401) 528-5366 or (401) 528-5370

NEW YORK/NEW JERSEY REGION

New York

Mirza Del Rosario, Office of Public Housing, HUD—New York State Office, 26 Federal Plaza Suite 32-116, New York, New York 10278-0068, (212) 264-8931 Fax (212) 264-9834

Buffalo

Joan Spilman, Office of Public Housing, HUD—Buffalo State Office, Lafayette Court, 465 Main Street, Fifth Floor, Buffalo, New York 14203-5755, (716) 551-5755 ext. 5050 Fax (716) 551-4789

New Jersey

Carmen Valenti, Office of Public Housing, HUD—New Jersey State Office, One Newark Center, 13th Floor, Newark, NJ 07102-5260, (973) 622-7900 ext. 3600 Fax (973) 645-6239

MID-ATLANTIC REGION

Philadelphia

Malinda Roberts, Office of Public Housing, HUD—Pennsylvania State Office, The Wanamaker Building, 100 Penn Square East, Philadelphia, PA 19107-3390, (215) 656-0576 or 0579, ext. 3308, Fax (215) 656-3433

Baltimore

Dana Johnson, Office of Public Housing, HUD—Maryland State Office, City Crescent Building, 10 South Howard Street, 5th Floor, Baltimore, Maryland 21201-2505, (410) 962-2520 ext. 3102 Fax (410) 962-0668

West Virginia

Henry Miller, Office of Public Housing, HUD—West Virginia State Office, Kanawha Valley Building, 405 Capitol Street, Suite 708, Charleston, WV 25301-1795, (304) 347-7057 Fax (304) 347-7045

Pittsburgh

Office of Public Housing, HUD—Pittsburgh Area Office, 339 Sixth Avenue, 6th Floor, Pittsburgh, PA 15222-2515, (412) 644-6571 Fax (412) 644-6499

Virginia

Pat Anderson, Office of Public Housing, HUD—Virginia State Office, The 3600 Centre, 3600 West Broad Street, P.O. Box 90331, Richmond, VA 23230-0331, (804) 278-4500 ext. 3217 Fax (804) 278-4603

District of Columbia

Lee Palman, Office of Public Housing, HUD—District of Columbia Office, 820 First Street, NE, Suite 450, Washington, DC 20002-4205, (202) 275-7965 ext 3175 Fax (202) 275-0779

SOUTHEAST REGION

Atlanta

Boyce Norris, Office of Public Housing, HUD—Georgia State Office, Richard B. Russell Federal Building, 40 Marietta Street, Atlanta, GA 30303, (404) 331-4766 Fax (404) 730-2365

Alabama

Debra Pippen, Office of Public Housing, HUD—Alabama State Office, Beacon Ridge Tower, 600 Beacon Parkway West, #300, Birmingham, AL 35209-4144, (205) 290-7601 ext 1101 Fax (205) 290-7593

Columbia

Larry Knightner, Office of Public Housing, HUD—South Carolina State Office, Strom Thurmond Federal Building, 1835 Assembly Street, Columbia, SC 29201-2480, (803) 765-5831 or (806) 765-5515

Greensboro

Ledford Austin, Office of Public Housing, HUD—North Carolina State Office, Koger Building, 2306 West Meadowview Road,

Greensboro, NC 27407-3707, (336) 547-4038 Fax (336) 547-4015

Mississippi
George Smith, Office of Public Housing, HUD—Mississippi State Office, Doctor A. H. McCoy Federal Building, 100 West Capitol Street, Room 910, Jackson, MS 39269-1016, (601) 965-4761 Fax (601) 965-4773

Miami
Karen Cato-Turner, Office of Public Housing, HUD—Florida State Office, 909 SE First Avenue, Suite 500, Miami, FL 33131, (305) 536-4443 Fax (305) 536-5663

Jacksonville
John Niesz, Office of Public Housing, HUD—Jacksonville Area Office, Southern Bell Tower, 301 West Bay Street, Suite 2200, Jacksonville, FL 32202-5121, (904) 232-1777 ext. 2142 Fax (904) 232-3759

Kentucky
Arthur Wasson, Office of Public Housing, HUD—Kentucky State Office, 601 West Broadway, Post Office Box 1044, Louisville, KY 40201-1044, (502) 582-6163 ext. 370 Fax (502) 582-6558

Knoxville, TN
Shelley Day, Office of Public Housing, HUD—Knoxville Area Office, John J. Duncan Federal Building, 710 Locust Street, Third Floor, Knoxville, TN 37902-2526, (423) 545-4402 ext. 4 Fax (423) 545-4569

Nashville, TN
Michael Farley, Office of Public Housing, HUD—Tennessee State Office, 235 Cumberland Bend Drive, Suite 200, Nashville, TN 37228-1803, (615) 736-5063 ext. 6132 Fax (615) 736-2886

San Juan, PR
Hildamar Ortiz, Office of Public Housing, HUD—Caribbean Office, Administracion de Terrenos Building, 171 Carlos E. Chardon Avenue, Suite 301, San Juan, PR 00918-0903, (787) 766-5400 ext. 2031 Fax (787) 766-6504

MID-WEST REGION

Chicago
Office of Public Housing, HUD—Illinois State Office, Ralph H. Metcalfe Federal Building, 77 West Jackson Boulevard, Chicago, IL 60604-3507, (312) 353-1915 or (312) 353-6236 ext. 2302, Fax (312) 353-0121

Cincinnati
Larry Dempsey, Office of Public Housing, HUD—Cincinnati Area Office, 525 Vine Street, Suite 700, Cincinnati, OH 45202-3188, (513) 684-2654 Fax (513) 684-6224

Cleveland
Tom Marshall, Office of Public Housing, HUD—Cleveland Area Office, Renaissance Building, 1350 Euclid Avenue, Suite 500, Cleveland, OH 44115-1815, (216) 522-2700 Fax (216) 522-2975

Columbus
David Kellner, Office of Public Housing, HUD—Ohio State Office, 200 North High Street, Columbus, OH 43215-2499, (614) 469-5787, ext. 8224 or (614) 469-2949, Fax (614) 469-2432

Detroit

Joann Adams, Office of Public Housing, HUD—Michigan State Office, Patrick V. McNamara Federal Building, 477 Michigan Avenue, Detroit, MI 48226-2592, (313) 226-6880, ext. 8111 Fax (313) 226-5611

Grand Rapids
Joann Adams, Office of Public Housing, HUD—Grand Rapids Area Office, 50 Louis Street, NW, 3rd Floor, Grand Rapids, Michigan 49503, (616) 456-2100 Fax (616) 456-2187

Indianapolis
Forrest Jones, Office of Public Housing, HUD—Indiana State Office, 151 North Delaware Street, Suite 1200, Indianapolis, IN 46204-2556, (317) 226-6557 Fax (317) 226-5594

Milwaukee
John Finger, Office of Public Housing, HUD—Wisconsin State Office, Henry S. Reuss Federal Plaza 310 West Wisconsin Avenue, Suite 600, Milwaukee, WI 53203-2289, (414) 297-3214 ext. 8200 Fax (414) 297-1180

Minneapolis
Diane Cmiel, Office of Public Housing, HUD—Minnesota State Office, 220 South Second Street, Minneapolis, Minnesota 55401-2195, (612) 370-3135 Fax (612) 370-3003

SOUTHWEST REGION

Fort Worth
Roman Palamores, Office of Public Housing, HUD—Texas State Office, 1600 Throckmorton, Post Office Box 2905, Fort Worth, TX 76113-2905, (817) 978-5700, ext. 3332 Fax (817) 978-9289

Albuquerque
Carmella Herrera, Office of Public Housing, HUD—New Mexico State Office, 625 Silver Avenue, S.W., Suite 100, Albuquerque, N.M. 87102-3185, (505) 346-7355 Fax (505) 346-6604

Houston
Debbie Alexander, Office of Public Housing, HUD—Houston Area Office, Norfolk Tower 2211 Norfolk, Suite 200, Houston, TX 77098-4096, (713) 313-2274 (alt. 2280) Fax (713) 313-2319

Little Rock
Janie Allen, Office of Public Housing, HUD—Arkansas State Office, TCBY Tower 425 West Capitol Avenue, Suite 900, Little Rock, AR 72201-3488, (501) 324-5933 Fax (501) 324-5900

New Orleans
Jed Drozdowski, Office of Public Housing, HUD—Louisiana State Office, 501 Magazine Street, Ninth Floor, New Orleans, LA 70130, (504) 589-7235 Fax (504) 589-6619

Oklahoma City
Office of Public Housing, HUD—Oklahoma State Office, 500 West Main Street, Oklahoma City, OK 73102, (405) 553-7454 Fax (405) 553-7588

San Antonio
Diana Armstrong, Office of Public Housing, HUD—San Antonio Area Office, Washington Square 800 Dolorosa Street, San Antonio, TX 78207-4563, (210) 475-6865 Fax (210) 472-6816

GREAT PLAINS REGION

Kansas City

Andrew Boeddeker, Office of Public Housing, HUD—Kansas/Missouri State Office, Gateway Tower II, 400 State Avenue, Kansas City, KS 66101-2406, (913) 551-5582 or (913) 551-6916, Fax (913) 551-5416

Des Moines
Kathy Winter, Office of Public Housing, HUD—Iowa State Office, Federal Building, 210 Walnut Street, Room 29, Des Moines, IA 50309-2155, (515) 284-4315, Fax (515) 284-4895

Omaha
Charlie Hill, Office of Public Housing, HUD—Nebraska State Office, Executive Tower Centre, 10909 Mill Valley Road, Omaha, NE 68154-3955, (402) 492-3137, Fax (402) 492-3163

St. Louis
Patricia Straussner, Office of Public Housing, HUD—St. Louis Area Office, Robert A. Young Federal Building, 1222 Spruce Street, St. Louis, MO 63103-2836, (314) 539-6505, Fax (314) 539-6508

ROCKY MOUNTAIN REGION

Denver
John DiBella, Office of Public Housing, HUD—Colorado State Office, First Interstate Tower North, 633—17th Street, 12th Floor, Denver, CO 80202-3607, (405) 672-5380, Fax (405) 672-5065

PACIFIC HAWAII REGION

San Francisco
Joyce Lee, Office of Public Housing, HUD—California State Office, Phillip Burton Federal Building/Courthouse, 450 Golden Gate Avenue, 9th Floor, San Francisco, CA 94102-3448, (415) 436-8375, Fax (415) 436-6440

Phoenix
(Denver Office handles resident initiatives), Office of Public Housing, HUD—Arizona State Office, Two Arizona Center, 400 North 5th Street, Suite 1600, Phoenix, AZ 85004-2361, (602) 379-3045, Fax (602) 379-3985

Los Angeles
Bob Cook, Office of Public Housing, HUD—Los Angeles Area Office, AT&T Center, 611 West 6th Street, Suite 800, Los Angeles, CA 90017-3127, (213) 894-8000, ext. 3500, Fax (213) 894-8096

Sacramento
Bill Armstead, Office of Public Housing, HUD—Sacramento Area Office, 925 "L" Street, Sacramento, CA 95814, (916) 498-5220, ext. 421 Fax, (916) 498-5247

NW/ALASKA REGION

Seattle
Lynn Martin, Office of Public Housing, HUD—Washington State Office, Seattle Federal Office Building, 909 1st Avenue, Suite 360, Seattle, WA 98104-1000, (206) 220-5290, ext. 3694, Fax (206) 220-5133

Portland
Elizabeth Santone, Office of Public Housing, HUD—Oregon State Office, 400 Southwest Sixth Avenue, Suite 700, Portland, OR 97204-1596, (503) 326-2619, Fax (503) 326-2568

APPENDIX B

The non-standard forms, which follow, are required for your DETAP application.

FY 2000 Request for Technical Assistance**U.S. Department of Housing and Urban Development****Office of Public and Indian Housing****Community Safety and Conservation Division****Public Housing Drug Elimination Technical Assistance (DETAP) Program**

Application Letter

Applicants for Public Housing Drug Elimination Technical Assistance are required to complete this application by addressing each of the questions listed below. Please use this application and attach up to four additional sheets if necessary.

Date: _____

Contact Person and Title: _____

Name of Organization: _____

Mgmt. Contact Person:

(For Resident Councils Only)

Management Office Contact and Phone & Fax

Numbers:

Street or P.O. Box Address: _____

City, State and Zip Code: _____

Phone Number: () _____ Fax Number: () _____

E-mail Address (if applicable): _____

Drug Elimination Technical Assistance Submission Requirements

1. Describe in detail the problem, issue or weakness that hinders the proper administration or effectiveness of PHDEP.
2. Identify what technical assistance you would like to receive.
3. Explain how the technical assistance sought will improve the administration of the grant or the effectiveness of the PHDEP grant program.
4. Describe how the technical assistance will be used to assist you in strategic planning. You may wish to address any or all of the following: (1) establishment of a framework for annual program evaluation of PHDEP activities; (2) scheduling data collection for evaluation; (3) identification of appropriate performance indicators, interpretation of results of data collection; (4) improving data collection and data elements; (5) guidance on the development of your 5-year plan; (6) preparation assistance meeting your PHDEP semiannual performance reporting requirements; (7) crime mapping and identification of appropriate hardware and software.
5. Specify what outcome you expect to achieve and how it will benefit the PHDEP program over the next 5 years.
6. How will the proposed assistance allow you to develop an anti-drug, anti-crime strategy; or how will the proposed assistance fit into your current strategy?

**CERTIFICATION STATEMENT
PHDE TECHNICAL ASSISTANCE
PROGRAM****U.S. DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT**

I certify that this application has been reviewed by both the Executive Director or Tribal Council or authorized TDHE official *and* the resident leader. I certify that the application letter responds to each of the requirements **listed in Section V (B)** of the DETAP section of the SuperNOFA and that any technical assistance received will be used in compliance with all requirements in the Super NOFA. I also certify that a copy of this application was sent to the local HUD Field Office or Office of Native American Programs.

Executive Director/Tribal Council/TDHE official (Print Name and Title)

Name

Title

Signature: _____

Signed this _____ day of _____ 2000

Authorized Representative of the RMC/RC/RO (Print Name and Title)

Name

Title

Signature: _____

Signed this _____ day of _____ 2000

HUD Field Office/AONAP**U.S. Department of Housing and Urban
Development****Confirmation Form
DETAP****Office of Public and Indian Housing**

The appropriate HUD Field Office or the Area Office of Native American Programs (AONAP) must confirm receipt of a copy of this application. **The Field Office or AONAP must fax or mail this copy back to the applicant in time for the application to meet the deadline.**

This form confirms receipt of a copy of the applicant's Fiscal Year 2000 Drug Elimination Technical Assistance Application in the HUD Field Office.

This immediately follows the 2000 Drug Elimination Technical Assistance Application.

There should be three copies of this application.

The Original and Copy 1 should be sent to the Drug Elimination Technical Assistance Program, U.S. Department of Housing and Urban Development, Community Safety and Conservation Division, 451 Seventh Street, SW, Room 4206, Washington, DC 20401.

Copy 2 should be kept on file at the local HUD Field Office (see attached for locations) or the Area Office of Native American Programs (AONAP). All applicants must mail a copy of the application to the Field Office. **This Confirmation Form must be completed and sent back to the applicant in time to include it as the last page of the TA application letter.** This means preparation should be made ahead of time to make sure that the Field Office has confirmed receipt of your application.

Copy 3 should be kept on file in the applicant's office. (If the applicant is any form of a resident organization, another copy should be filed with the executive director of the housing authority).

Person Completing TA Application:

Name: _____

Title: _____

Phone No.: _____

Date Mailed/Faxed to HUD Field Office/AONAP: _____

To Be Completed by HUD Field Office or AONAP By signing below, you certify that you received a copy of the applicant's Fiscal Year 2000 Drug Elimination Technical Assistance Application to be sent by the applicant to HUD headquarters in Washington, DC.

The Field Office or AONAP must fax or mail this copy back to the applicant in time for the application to meet the June 9, 2000 deadline.

HUD Field Office/AONAP Representative:

Name: _____

Title: _____

Phone No.: _____

Date Received: _____

**DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT**

**PUBLIC HOUSING DRUG
ELIMINATION - TECHNICAL
ASSISTANCE FOR SAFETY
AND SECURITY (DETASS)**

FUNDING AVAILABILITY FOR PUBLIC AND INDIAN HOUSING DRUG ELIMINATION TECHNICAL ASSISTANCE FOR SAFETY AND SECURITY (DETASS)

Program Overview

Purpose of the Program. The purpose of the Public and Indian Housing Drug Elimination Technical Assistance for Safety and Security is to provide professional long-term technical assistance and training expertise to implement effective strategies to combat drugs and drug related crime in public housing and Native American communities. This competition has three technical assistance components:

Public Housing Authority and Public Housing Police Department Technical Assistance. To provide technical assistance and training to designated public housing authority police departments that are in the process of certification or certified by the Commission on Accreditation for Law Enforcement Agencies (CALEA), and community base police training and technical assistance.

Public Housing Resident Patrol Technical Assistance for Safety and Security. To provide resident patrol technical assistance and training to housing authority staff, residents, Resident Councils (RC), Resident Management Corporations (RMC), housing authority security staff, and local law enforcement personnel to increase the understanding of the effectiveness of resident patrols in reducing crime and drug activity, and to assist in creating resident patrols.

Public and Indian Housing Crime Prevention through Environmental Design and Youth Violence Prevention Technical Assistance for Safety and Security. To provide Crime Prevention through Environmental Design (CPTED) training and technical assistance to Public Housing Authorities, Resident Councils (RCs), Resident Management Corporations (RMCs), and local law enforcement personnel. The technical assistance will be for and on behalf of local government officials, architects, youth leaders, youth violence prevention practitioners, educators and other community leaders.

Available Funds.

Approximately \$1.140 million.

Eligible Applicants. Non-profit organizations, for-profit organizations, public or private educational or other institutions. Contractors or Consultants that can provide technical assistance (TA) and training to public and Native American Housing Authorities, Resident Councils (RCs), Resident Management

Corporations (RMCs), local law enforcement personnel, local government officials, architects, youth leaders, youth violence prevention practitioners, educators and other community leaders who provide technical assistance in law enforcement and crime prevention techniques, electronic mapping systems, environmental design for safety and security, youth violence and youth leadership activities. Many organizations are eligible to apply for more than one DETASS component and are encouraged to do so to the extent they have the requisite skills, experience, expertise and capability to perform the work.

Application Deadline. June 2, 2000.

Match.

None.

Additional Information

If you are interested in applying for the Public Housing Drug Elimination Technical Assistance for Safety and Security Grants, please review carefully the General Section of this SuperNOFA and the following additional information.

I. Application Due Date, Application Kits, Further Information and Technical Assistance

Application Due Date. Submit your application on or before 12:00 midnight, Eastern time, on June 2, 2000, at HUD Headquarters.

See the **General Section** of this SuperNOFA for specific procedures governing the form of application submission (e.g., mail applications, express mail, overnight delivery, or hand-carried).

Address for Submitting Applications. Submit an original and two copies of your application to HUD Headquarters, 451 Seventh Street, SW, Washington DC, 20410, to the Community Safety and Conservation Division (CSCD), Room 4206, before the application due date and time by mail or hand delivered. When submitting please refer to Public and Indian Housing Drug Elimination TA for Safety and Security and include your name (including zip code) and telephone number (including area code).

For Application Kits. For an application kit and any supplemental material, please call the SuperNOFA Information Center at 1-800-HUD-8929. Persons with hearing or speech impairments may call the Center's TTY number at 1-800-HUD-2209. When requesting an application kit, please refer to the Public Housing Drug Elimination Technical Assistance

Grants for Safety and Security, and provide your name, address (including zip code) and telephone number (including area code). An application kit is also available on the Internet through the HUD web site at <http://www.hud.gov>.

For Further Information and Technical Assistance. You may contact Marvin Klepper on (202) 708-1197, this is not a toll free number. Persons with speech or hearing impairments may access this number via TTY by calling the toll-free Federal Information Relay Service at 1-800-877-8339.

Satellite Broadcast. HUD will hold an information broadcast via satellite for potential applicants to learn more about the program and preparation of the application. For more information about the date and time of the broadcast, you should consult the HUD web site at <http://www.hud.gov>.

II. Amount Allocated

(A) Available Funding.

Approximately \$1.140 million is available for Public Housing Drug Elimination Technical Assistance Grants for Safety and Security.

The amount allocated for each Public and Indian Housing Drug Elimination Technical Assistance for Safety and Security grant is as follows:

For the Public Housing Authority and Public Housing Police Department Technical Assistance for Safety and Security grant approximately \$380,000 is available for the base year.

(2) For the Public Housing Resident Patrol Technical Assistance for Safety and Security grant approximately \$380,000 is available for the base year.

(3) For the Public and Indian Housing Crime Prevention through Environmental Design and Youth Violence Prevention Initiatives Technical Assistance for Safety and Security grant approximately \$380,000 is available for the base year.

The funding for these three grants through a single funding availability announcement will not affect the ability of eligible applicants to seek DETASS funding. Eligible applicants are able to apply for funding under as few as one, and as many as all three, separate DETASS components. It is not HUD's intent to fund a single applicant in all three categories; however, if there are no other qualified candidates in a category and a single applicant has already been selected in two categories then HUD reserves the right to fund the single applicant in all three categories.

(B) *Award Period.* Successful applicants will receive a cost-reimbursable performance based cooperative agreement with a twelve

month base period. Your award may be renewed annually for a period not to exceed four years based upon an evaluation of your performance as funding is available from the appropriation for PHDEP technical assistance funds.

HUD will judge performance based upon your ability to provide technical assistance on time and within budget and to produce tangible results in the community as a result of the technical assistance efforts such as reductions in crime rates or incidents of vandalism, the number of community patrols initiated. HUD reserves the right to not provide additional funding based upon a determination of poor performance by the TA provider in delivering TA services. Funding amounts per annual renewals may be increased or decreased subject to tasking levels and availability of funding.

III. Program Description; Eligible Applicants; Eligible Activities

(A) *Program Description.* Funding under the Public and Indian Housing Drug Elimination Technical Assistance for Safety and Security grant will provide professional long-term technical assistance and training expertise to implement effective strategies to combat drugs and drug related crime in public housing and Native American communities. The grant has three technical assistance components:

(1) *Public Housing Authority and Public Housing Police Department Technical Assistance for Safety and Security.* To provide technical assistance and training to designated public housing authority police departments that are in the process of certification or certified by the Commission on Accreditation for Law Enforcement Agencies (CALEA) to:

- (a) Facilitate effective relationships between the public housing and law enforcement communities and improve law enforcement service delivery;
- (b) Create law enforcement service agreements between housing authorities and local government;
- (c) Increase use of Geographic Information Systems to enhance law enforcement and safety and security efforts by Public Housing Authorities and local police Departments; and
- (d) Assist Public Housing Authorities, Police Departments, Resident Councils and Resident Management Organizations to assess community safety and security needs based upon analyses of crime data and statistics, location of crime and drug activity and concerns of public housing residents.
- (e) Provide community base police training and technical assistance.

(2) *Public Housing Resident Patrol Technical Assistance for Safety and Security.* To provide resident patrol technical assistance and training to housing authority staff, residents, Resident Councils (RC), Resident Management Corporations (RMC), housing authority security staff, and local law enforcement personnel to increase the understanding of the effectiveness of resident patrols in reducing crime and drug activity, and to assist in creating resident patrols.

(3) *Public and Indian Housing Crime Prevention through Environmental Design and Youth Violence Prevention Technical Assistance for Safety and Security.* To provide Crime Prevention through Environmental Design (CPTED) training and technical assistance to Public Housing Authorities, Resident Councils (RCs), Resident Management Corporations (RMCs), local law enforcement personnel. The technical assistance will be for and on behalf of local government officials, architects, youth leaders, youth violence prevention practitioners, educators and other community leaders to:

- (a) Increase their knowledge of how environmental design effects safety and security and can be used to reduce incidents of criminal activity, vandalism and drug trafficking;
- (b) Assess the impacts of environmental design techniques in creating a sense of community at public housing developments;
- (c) Increase their knowledge of effective youth violence prevention and abatement strategies and work with the community to undertake youth violence prevention and abatement strategies.

(B) *Eligible Applicants.* Non-profit organizations, for-profit organizations, public or private educational or other institutions. Contractors or Consultants that can provide technical assistance (TA) and training to public and Native American Housing Authorities, Resident Councils (RCs), Resident Management Corporations (RMCs), local law enforcement personnel, local government officials, architects, youth leaders, youth violence prevention practitioners, educators and other community leaders who provide technical assistance in law enforcement and crime prevention techniques, electronic mapping systems, environmental design for safety and security, youth violence and youth leadership activities. Many organizations are eligible to apply for more than one DETASS component and are encouraged to do so to the extent they have the requisite skills, experience, and capability to perform the work.

A consortia of organizations may apply for one or more DETASS components, but HUD will require that one organization be designated as the legal (lead) applicant.

All eligible TA providers may propose assistance using in-house staff, consultants, sub-contractors and sub-recipients, networks of private consultants and/or local organizations with requisite experience and capabilities. Whenever possible, applicants should have a cadre of resources either on staff or through these networks, available throughout the country so that resources can be effectively deployed in a most cost efficient manner and which are familiar with local issues and opportunities.

All applicants must meet the threshold requirements for each component under which they are seeking funds and the threshold requirements in Section II(B) of the **General Section** of the SuperNOFA.

(C) *Eligible Activities.* (1) *All Three Technical Assistance Components.* For all three technical assistance components of this competition, eligible activities include, but are not limited to the following:

- (a) Technical assistance to enhance the effective use of security personnel, security guards, housing authority police, local law enforcement agencies who are provided services to the housing authority and residents over and above those normally provided to the public housing community to achieve DETASS goals and objectives;
- (b) Technical assistance and training on geographic mapping software, analysis of local geographic mapping systems and how it can be used in conjunction with other state or local crime and drug data bases to assist the public housing authority, local police department, Resident Management organization or Resident Council, local community leaders and elected officials, youth leaders and violence prevention organizations to use the existing data and map where drug and crime activity is occurring in the community, as well as what resources are available in the community to address these incidents.

(c) Analysis and use of drug related crime and drug trafficking or use statistics to increase the effectiveness of anti-drug and security related efforts of the public housing community; Technical Assistance improve communications between the public housing community and local law enforcement officials and community leaders;

(d) Technical assistance for the creation and improvement of tenant patrols and community watch programs

for public housing residents in an effort to improve or enhance safety and security in the neighborhood;

(e) Training programs for public housing staff and management, Resident Management Organizations, Resident Councils, Youth leaders, or local law enforcement officials, state and local agency officials, non-profit organizations engaged in work to reduce crime, drug use or youth violence, in HUD's anti-drug programs, environmental design, resident organization, community policing, and other tools that can be used to increase the safety and security of public housing residents;

(f) Training programs for youth leaders, non-profit organizations working with youth to stem the violence, channel youth gangs to productive, non-violent activities which are designed to increase self-esteem, reduce community tensions and increase a sense of belonging to and giving back to community for youth living in or adjacent to public housing;

(g) Providing training and technical assistance to work with local school officials and teachers to develop after school and in-school programs, including technology based programs to channel violent youth into more productive lives by training them for future careers in the information technology (IT) industry; and

(h) Providing related technical assistance and training at the direction of the HUD GTR.

(2) *Public Housing Authority and Public Housing Police Department Technical Assistance.* For this funding component, the eligible activities are:

(a) Assisting public housing agencies in the implementation and use of a computerized mapping system to track drug use and criminal activity in and around the public housing community to assist public housing security and local police in their efforts to combat drug and drug-related crime;

(b) Assisting local police departments in the use of crime mapping software to improve law enforcement strategies to combat drug use, trafficking and criminal activity in and around the public housing community;

(c) Assisting local police departments and members of the public housing community in assessing mapping software to determine the best product available that is compatible with their existing systems and their anticipated needs; and

(d) Facilitating law enforcement service agreements between housing authorities and local government and provide technical assistance for program implementation.

(e) Providing community base police training and technical assistance.

(3) *Public Housing Resident Patrols Technical Assistance for Safety and Security.* For this funding component, eligible activities include:

(a) Instituting and implementing resident patrols and neighborhood watch and safety and security programs in public housing communities by providing technical assistance training and services to public housing authorities, residents, Resident Management Organizations, Resident Councils, Indian Tribes and Tribally Designated Housing Entities to:

(b) Assisting housing authority staff and residents in understanding the concept, organizational requirements to implement Resident Patrols;

(c) Assisting resident organizations in preparing a tenant patrol strategy, methods for recruiting members, training patrol members in how to handle themselves while on patrol and basic tips and techniques for members of the patrol, identifying funding sources for patrol administration and operations and ensuring that there will be the opportunity for diversity among the members of the resident patrols representative of the diversity of residents living at the housing sites;

(d) Preparing training and informational materials (such as brochures, fact sheets, manuals, videotapes) to explain the concept of Resident Patrols, organizational requirements, roles and responsibilities of various member of the community to achieve a successful resident patrol or neighborhood watch program;

(e) Preparing a training manual on how to establish and operate a resident patrol which includes such topics as:

(i) Legal issues and requirements;

(ii) Insurance coverage;

(iii) Roles and responsibilities;

(iv) How to prepare a budget;

(v) Financial management; etc.

(vi) Department of patrol members;

(vii) Clothing and equipment needs;

(viii) Community relations;

(ix) How to train new members;

(x) Group cohesion and group dynamics;

(xi) Conflict management and conflict resolution;

(xii) Team decision-making processes; and

(xiii) Impact/process evaluation.

(e) Providing training and technical assistance to improve and coordinate the administration of a Resident Patrol, or Neighborhood Watch and Safety and Security Program by resident groups, housing authorities, and police departments;

(f) Providing a number of technical assistance and training packages and materials to Housing Authority and residents interested in developing or improving their patrols.

(g) Designing and develop an evaluation methodology that can be employed by the housing authority community to measure their progress in combating drugs and crime after implementing resident patrols or neighborhood watch programs and in coordinating activities with local law enforcement agencies.

(h) Providing related technical assistance and training at the direction of the HUD GTR.

(4) *Public and Indian Housing Crime Prevention through Environmental Design (CPTED) and Youth Violence Prevention Technical Assistance for Safety and Security.* For this funding component, the eligible activities are undertaken to provide technical assistance and training to housing authority (HA) staff, residents, Resident Councils (RC) Resident Management Corporations (RMCs), housing authority directors, local law enforcement officials, local government officials, and other community leaders to increase their understanding of how Crime Prevention Through Environmental Design can be an effective tool in fighting drug usage, trafficking, youth violence, and other behavior that decreases the safety of the community in public housing developments and the surrounding community. Eligible activities for TA providers include:

(a) Helping public housing authorities, Resident Management Organizations, Resident Councils, Indian Tribes and Tribally Designated Housing Entities, to prepare strategies and plans which incorporate environmental design for crime prevention in their public housing neighborhoods and communities. CPTED include plans for the redesign, renovation, or rehabilitation of existing housing, community facilities, including, but not limited to, neighborhood centers, sidewalks, streets, parks, playgrounds, which may contribute to instances of crime; and

(b) Providing technical assistance services and training to public housing authorities, Resident Management Organizations, Resident Councils, Indian Tribes and Tribally Designated Housing Entities, and non-profit organizations dealing with youth violence prevention and mitigation; youth leaders, educators and others on effective ways to address, prevent and mitigate youth violence, including ways CPTED can be a tool in addressing youth violence issues.

(D) *Ineligible Activities.* The following activities are ineligible for funding under all three of Public and Indian Housing Drug Elimination Technical Assistance for Safety and Security grants. Funding is not permitted for:

(1) Developing your application;

(2) Construction of security systems, barriers, hiring of security personnel or guards or other hard construction costs or related items that are eligible for assistance and could be paid for with formula grant funds under the Public Housing Drug Elimination Grant Program.

(3) Consortia of eligible applicants may not apply for this grant unless it establishes one legal lead applicant.

(4) Salary or fees to your staff, or your former staff within a year of their your employment.

(5) An organization selected for funding may not provide technical assistance to itself.

IV. Program Requirements

In addition to the program requirements listed in the **General Section** of this SuperNOFA, applicants under all three technical assistance components are subject to the following requirements:

(A) *Demand/Response Delivery System.* (1) As an awardee, you must operate within the structure of the demand/response system described in this section. You must coordinate your plans with, and operate under the direction of the HUD GTR. When so directed by the HUD GTR, you will coordinate your activities through a lead DETASS provider or other organization designated by the HUD GTR.

(2) If selected as the lead DETASS provider, the HUD GTR, as an awardee you may be asked by the HUD GTR or Director of the Drug Elimination Grant Program in HUD Headquarter's Washington, DC, to coordinate the activities of other DETASS providers selected under this DETASS section of the SuperNOFA. When directed by any of the above persons, joint activities by DETASS providers may be required.

(3) Under the demand/response system, as directed, DETASS providers will be required to:

(a) Market the availability of their services to existing and potential public housing authorities, police departments and Indian tribes nationwide.

(b) Respond to requests for assistance from the HUD GTR with oversight of the geographic service area for which the technical assistance will be delivered on a first come first serve basis, including responding to priorities established by the HUD GTR.

(c) Conduct a Needs Assessment to identify the type and nature of the assistance needed by the recipients of the assistance. These needs assessments should typically identify the nature of the problem to be addressed by the technical assistance services; the plan of action to address the need including the type of technical assistance services to be provided, the duration of the service, the staff assigned to provide the assistance, anticipated products and/or outcomes, and the estimated cost for the provision of services; and the relationship of the proposed services to the HUD-wide objectives of the Annual Performance Plan and Business Operating Plan;

(d) Address new issues or techniques that can be used to reduce drug use or drug related crime in public housing developments.

(B) *Technical Assistance Delivery Plan.* (1) After selection for funding but prior to award, you must develop a technical assistance delivery plan in consultation with the GTR. The plan must be national in scope.

(2) Your nationwide plan must conform to the provisions of the Business Operating Plan (BOP). You may use these BOP/management strategies/workplans in determining your priority work activities, location of activities, and organizations to be assisted during the cooperative agreement performance period.

(3) Your plan must delineate all the tasks and sub-tasks you will undertake nationally. It must show how the grant performance will improve other results expected from the DETASS, and the methodology to be used for measuring the success of the DETASS. A time schedule for delivery of the activities, budget-by-task and staffing plan must be included in the technical assistance delivery plan.

(C) *Active Participation.* The HUD GTR will actively participate in the delivery of all technical assistance by funded DETASS providers throughout the term of the DETASS Cooperative Agreement;

(D) *Eligible and Ineligible Costs.* (1) If you are awarded a DETASS Cooperative Agreement, costs associated with facilities, training materials, training staff costs of travel, lodging and per diem at governmental rates are eligible costs.

(2) Costs for participant travel, per diem and miscellaneous expenses to attend or when attending a DETASS training session are ineligible costs.

(E) *Section 3 Economic Opportunities.* Please see Section II(E) of the **General Section** of this SuperNOFA. Recipients

of funding under DETASS program must comply where applicable.

(F) *Affirmatively Furthering Fair Housing.* Section II(D) of the **General Section** does not apply to funding under DETASS because the purpose of this funding is to address specific and targeted problems faced by Public Housing Authorities, Indian tribes, Tribally Designated Housing Entities, Resident Management Corporations, Resident Councils, or Resident Organizations in their management of the Public Housing Drug Elimination Program and to assist the applicants in the improvement of the effectiveness of that program.

(G) *Negotiation.* After all applications have been rated and ranked and a selection has been made, HUD may require the awardees to participate in negotiations to determine the specific terms of the plan and the budget. HUD will follow the negotiation procedures described in the General Section of the SuperNOFA.

(H) *Financial Management and Audit Information.* After selection for funding, but prior to award, you may be required to submit a certification from a Certified Public Accountant or the cognizant government auditor.

V. Application Selection Process

(A) *Rating and Ranking.* Applications will be evaluated competitively and ranked. HUD will review each application to determine that it meets the requirements of this SuperNOFA and the requirements under each DETASS component. Applicants must have a minimum score of 10 points under Rating Factor 1, Capacity, to receive funding under the DETASS component they are requesting funding. Applicants that do not meet this minimum score requirement will not be ranked further. Applicants that meet the minimum score requirement will be evaluated under the rating Factors for Award and will be assigned points in accordance with the rating factors.

Applications will be funded in rank order for each DETASS component. In the event of a tie, HUD will select the highest ranking application that can be fully funded. In the event that two or more eligible applications receive the same score, and both cannot be funded because of insufficient funds, the applicant with the highest score in rating factor one will be funded. If rating factor one is scored identically, the scores in rating factors two, three, four and five will be used in that order, until one of the applications receives a higher score. If both applications still score the same then the application which requests the least funding will be

selected in order to promote the more efficient use of resources. Each application submitted will be evaluated on the basis of the selection criteria set forth below.

(B) *Factors For Award to Evaluate and Rank Applications.* The factors for rating and ranking applicants and maximum points for each factor, are provided below. The maximum number of points for this grant component is 100. EZ/EC Bonus points as described in the **General Section** of this SuperNOFA are not available under DETASS.

Rating Factor 1: Capacity of the Applicant and Relevant Organizational Experience (20 Points)

This factor addresses the extent to which your organization and the staff assigned to your DETASS activities has the skills and experience to successfully implement your proposed activities. In rating this factor, HUD will consider the extent to which your application demonstrates in relation to the DETASS activities you are seeking funds that your organization and staff have:

(1) **(10 points)** Recent, relevant and successful experience in providing technical assistance in all eligible activities and to all eligible entities for the DETASS TA component, particularly those requirements specified under the component requirements section of this DETASS section of this SuperNOFA. HUD will consider the experience of your overall project director and staff, including the day-to-day program manager, consultants and contractors in planning and managing programs for which funding is being requested and their knowledge of public housing programs, particularly the Public Housing Drug Elimination Grant Program.

In rating this factor, HUD will consider experience within the last five years to be recent; experience pertaining to the specific component and activities being proposed to be relevant. You should clearly specify the staff assigned to the TA component, their years of experience and provide a listing of similar or related experiences that they have undertaken in the recent past, providing dates for each experience. When describing your organization's experience you should also describe the work activity, when it occurred who the project manager was, and if any of the staff on that project will be assigned to this project.

(a) For the Public Housing Authority and Public Housing Police Department Technical Assistance component, an applicant must demonstrate that they have sufficient capacity and technical expertise to:

(i) Serve a population of 500,000 or more;

(ii) Conduct law enforcement assessments in cities of a population 500,000 or more;

(iii) Conduct law enforcement assessments of public housing police departments and the private sector;

(iv) Design, develop and deliver training and technical assistance programs for law enforcement agencies, to include community policing and related training in public housing and the private sector;

(v) Develop and implement law enforcement policies, procedures and manuals, personnel management systems, fiscal tracking systems, dispatch systems, records management, patrol strategy and crime prevention programs in public housing and the private sector;

(vi) Manage the accreditation and re-accreditation process of law enforcement agencies in public housing and private sector;

(viii) Develop and implement law enforcement policies, procedures and manuals and other endemic systems to public housing agencies, public housing law enforcement agencies, and municipal law enforcement agencies;

(ix) Develop technical and physical security systems in public housing and the private sector;

(x) Develop security guard plans in public housing and the private sector;

(xi) Work with Federal, State and local law enforcement agencies;

(xii) Evaluate Public Housing Drug Elimination Program grants for both programmatic effectiveness and efficiency as well as administrative compliance;

(xiii) Conduct security assessments of troubled PHAs; and

(x) Develop or manage law enforcement computerized systems, such as, Community 2020-HUD Community Planning Software (C2020), other Geographic Information Systems (GIS), Networking, Software development, police records management systems, interdepartmental communications systems, and mainframe/PC Systems support.

(b) For the Public Housing Resident Patrol Technical Assistance component, an applicant must demonstrate experience in managing projects of similar type and scope, including proven ability to manage the performance of complex multi-site projects within time and resource limits, the required technical expertise and have had the following law enforcement experiences:

(i) Conducted law enforcement or security assessments in cities with a population of 500,000 or more;

(ii) Had experience in design, development, and delivered training and technical assistance for public housing resident patrol programs, and community crime reduction teams;

(iii) Provided technical assistance to troubled and/or near troubled PHAs;

(iv) Completed multi-security assessments as a single tasking;

(v) Developed and implemented policies, procedures and manuals for resident groups and PHAs;

(vi) Developed and implemented crime prevention programs in public housing;

(vii) Developed technical and physical security systems in public housing;

(viii) Worked with Federal, State and local law enforcement agencies;

(ix) Evaluated Public Housing Drug Elimination Program grants for programmatic effectiveness and efficiency as well as administrative; and

(x) Evaluated crime patterns for adults and juveniles.

(c) For the Public and Indian Housing Crime Prevention through Environmental Design and Youth Violence Prevention Technical Assistance for Safety and Security component, an applicant must demonstrate extensive executive and managerial experience in CPTED concepts and implementation, or possession of like experience in youth violence prevention and training.

(i) For CPTED TA, the applicant must have the skills and knowledge in CPTED, particularly as it has been used in areas of high density populations, areas experiencing youth violence, drug activities and other crime;

(ii) For CPTED TA, the applicant must have developed CPTED assessments in a variety of PHA communities ranging from rural areas to large urban population centers of 500,000 or more.

(iii) For CPTED TA, the applicant must have skills and recent experience in designing methodologies to assess the impacts of CPTED in modifying behavior patterns among youth and residents to create a greater sense of community and reduce violence and criminal and drug activity;

(iv) For CPTED TA, the applicant must have designed and implemented CPTED programs in public housing agencies, to include troubled public housing agencies.

(2) **(3 Points)** For all three funding components, you must show the relevant experience and competence of your key personnel in managing complex, multi-faceted, or multi-

disciplinary programs that require coordination with other technical assistance providers or multiple organizations or community leaders;

(3) **(5 points)** For all three funding components, you must show you have personnel or access to qualified experts or professionals that deliver the proposed level of technical assistance in each proposed service areas in a timely and effective manner;

(4) **(2 points)** For all three funding components, you must show that your organization has a financial management system that is in compliance with the requirements specified in OMB Circular A-127, and that you can demonstrate your ability to manage and maintain financial records for multiple activities in multiple locations by each location and can relate costs to each activity and task at each location technical assistance services are being provided.

Rating Factor 2: Potential Effectiveness of the Application in Meeting Needs of Target Populations, Technical Assistance Target Objectives for Each TA Component for Which Funds Are Requested (20 Points)

In rating this factor, HUD will consider the extent to which your application:

(1) **(10 points)** Identifies high priority needs and issues for the component for which funding is requested. Priority needs should be expressed in terms of the degree of the drug problem, and the extent the target population identified in your application has an unmet demand for technical assistance services. In evaluating this sub-factor, HUD will consider your ability to establish priority areas, the basis for your making the determination of which target populations and activities should receive priority attention and your order of precedence in determining what TA topic should be addressed first.

(2) **(10 Points)** Demonstrates knowledge of the extent of the need for the DETASS component for which funding is requested and the extent that you can demonstrate knowledge of the local public housing authority's plan or the local communities HUD approved Consolidated Plan documenting the need in areas which you propose to provide technical assistance services.

Rating Factor 3: Soundness of Approach—(Quality of your Technical Assistance Work Plan) (40 Points)

This factor addresses the quality and effectiveness of your proposed work plan and the DETASS component for which you are seeking funding. There must be a relationship between the

proposed activities, the community's needs and the purpose of the TA. In rating this factor, HUD will consider the impact of the activity on the target population identified in your application.

In evaluating this factor, HUD will consider the extent to which your proposed work plan:

(1) **(10 Points)** Provides a work plan of suggested technical assistance activities, tasks and product deliverables to address the objectives of the DETASS component, the needs of a broad diversity of eligible TA recipients.

(a) A sound work plan under the Public and Indian Housing Crime Prevention through Environmental Design Technical Assistance must include the following activities:

(i) Providing training and technical assistance services on CPTED techniques and strategies, including identification of designs which best stem criminal activity as opposed to designs which support or create opportunities for criminal or violent behavior;

(ii) Identifying funding resources to implement CPTED in public housing, particularly funding options for Indian Tribes and Tribally Designated Housing Entities;

(iii) Preparing case studies, manuals, illustrations explaining elements of CPTED, and similar activities, which can be used by public housing authorities, Resident Management Organizations, Resident Councils, Tribes and Tribally Designated Housing Entities, Youth Violence Prevention and Abatement Organizations and others as design guides to create housing and neighborhoods which feature CPTED.

(iv) Preparing of case studies which illustrate the successful combination of CPTED elements and other crime prevention activities such as resident patrols, and community policing; in public housing and low-income communities and neighborhoods to reduce criminal activity;

(v) Conducting site visits or creating opportunities for TA recipients to meet one-on-one with expert advisors to review and discuss specific plans and to obtain technical assistance on specific design and implementation plans;

(vi) Creating an impact/process evaluation instrument to assist housing authorities in tracking outcome measures for their CPTED strategies;

(vii) Creating assessment instruments that allow public housing authorities, Resident Management Organizations, Resident Councils, Tribes and Tribally Designated Housing Entities, Youth Violence Prevention and Abatement Organizations and others to do their

own CPTED assessment to determine what areas in the community or development would benefit from CPTED treatment;

(viii) Creating cost calculation sheets that would allow public housing authorities, Resident Management Organizations, Resident Councils, Tribes and Tribally Designated Housing Entities, Youth Violence Prevention and Abatement Organizations and others to do their own estimations of what it would cost to implement CPTED design changes.

(b) A sound work plan under the Public and Indian Housing Youth Violence Prevention Technical Assistance must include the following activity: implementing a methodology to modify behavior patterns among youth and residents to create a greater sense of community and reduce violence and criminal and drug activity.

(2) **(10 points)** Demonstrates an effective outreach and assistance program to specifically identified communities, target populations and/or organizations and identifies the basis on which these groups or organizations were selected.

(3) **(10 Points)** Proposes a feasible plan for demonstrating the anticipated effectiveness of the proposed activities for TA in reducing or eliminating drug-related crime problems immediately and over an extended period, including the extent to which you propose a plan of action that will allow the targeted population identified in your application to successfully implement and show tangible results in undertaking an activity that the DETASS objective was designed to address, within the period of performance; or will result in a plan of action being undertaken by an organization during the following year.

(4) **(10 points)** Demonstrates that your proposed budget and timetable for delivering the technical assistance services and product deliverables is cost effective, feasible and is based on a understanding of the number of staff persons and hours are needed to conduct the suggested TA activities, the number of on-site hours devoted to the activities vs. development of training materials and classroom hours, and the basis for your making those staffing and costing judgments. Your budget should also specify the dollar value of any in-kind or cash resources that are being applied to your work program as a result of leveraging your resources. The leveraging amount will be taken into account when rating under Rating Factor 4: Leveraging Resources.

Rating Factor 4: Leveraging Resources—(Involvement of Local Government Agencies and the Community in Implementing the Proposed Activities) (10 Points)

This factor addresses your ability to secure community public and private resources, which can be combined with HUD program resources to achieve the purposes of the DETASS component for which you are seeking funds and to improve the effectiveness of your proposed program of technical assistance activities. In evaluating this factor, HUD will consider:

The extent to which you have partnered with other entities to secure additional resources to increase the effectiveness of your proposed program of activities will be taken into account in evaluating this factor. HUD will award a higher number of rating points to those that leverage the greater amount of resources. Points under this Rating Factor will be allocated according to the percentage the leverage amount is against the total dollar amount requested. The greater the leverage of resources, the higher number of points you will receive.

Resources may include funding or in-kind contributions such as services or equipment allocated to the purposes of the award you are seeking. The additional resources may be used to assist your organization in providing the TA services or may be directed to target recipients of the technical assistance services to enable them to implement a local program for which the TA was provided. Resources may be provided by government entities, public or private non-profit organizations, or other entities willing to partner with you. You may also partner with other funding recipients to coordinate the use of resources in the target area.

To receive points for this factor you show evidence of the partner's participation in your program as evidenced by your work activities with the partner as described in your work plan submitted in response to Rating Factor 3 above; the budget you have provided must also reflect the leveraging/partnerships by stipulating the leverage source and the dollar equivalent of the leveraged resources. You must also provide documentation of the commitment by the organization to provide the leveraged resources. Such evidence must be a letter from the organization, individual or entity providing the resources, the name of the entity, the proposed level of commitment and responsibilities that they will undertake as part of the work plan; the dollar value estimated for the

proposed in-kind goods or services and/or the actual cash provided. The letter must be signed by an official of the organization legally able to make commitments on behalf of the organization, individual or entity.

If you do not provide the letter documenting the leveraged resources as outlined above, you will receive (0) points for this factor.

Rating Factor 5: Comprehensiveness and Coordination (10 Points).

This factor addresses the extent to which the applicant coordinated its activities with other known organizations, participates in a Community's Consolidated Planning Process, is aware of the Public Housing Authority's Strategic Plan and Drug Elimination Grant Program goals and objectives, and is working towards addressing a need in a holistic and comprehensive manner through linkages with other activities in the community. In evaluating this factor, HUD will consider the extent to which the applicant demonstrates it has:

(1) Coordinated its proposed activities with those of other groups or organizations prior to submission in order to best complement, support and coordinate all known activities and if funded, the specific steps you will take if funded, to share information on solutions and outcomes with others. Describe any written agreements, memoranda of understanding in place, or that will be in place after award.

(2) Taken or will take steps to work with recipients of technical assistance services to enable them to become actively involved in the local Consolidated Planning process (including the Analysis of Impediments to Fair Housing Choice) to enable them to bring to the attention of local government officials and others outstanding needs/issues/problems/opportunities related to your achieving the program objectives of your DETASS component.

(3) Taken or will take specific steps to develop linkages to coordinate comprehensive solutions through meetings, information networks, planning processes or other mechanisms with: Other HUD funded projects/activities outside the scope of those covered by the Consolidated Plan or within the context of the Public Housing Authority's Strategic Plan; and other Federal, State or local government funded activities or activities funded by the private sector, including foundations and universities, that are proposed or on-going in the community that would further the objectives of the

DETASS component for which you are requesting funding.

VI. Application Submission Requirements

(A) *General.* (1) Applicants may submit applications for one or two or all three of the DETASS components. However, applicants may not submit more than one application for any one of the DETASS components. If HUD receives more than one application from the same applicant for the same DETASS component, HUD will treat this as a curable deficiency under the terms of the curable deficiencies in the General Section of the SuperNOFA. Applicants will be asked to identify which application should be reviewed by the Department. If the applicant does not respond within the cure period, both applications will be rejected. To be considered for funding, your application must receive a minimum score of 70 out of the possible total of 100 possible points for Factors 1 through 5.

(2) In addition to the submission requirements listed in Section IV of the **General Section** of this SuperNOFA, each application must conform to the requirements of the Public and Indian Housing Drug Elimination Safety and Security Technical Assistance Program. When submitting your application please be sure to mark the following sections for ease of the reviewer and to put them in the following order: Cover letter specifying the you are applying for Drug Elimination Technical Assistance for Safety and Security and the program component(s) for which you are seeking funding. If you are applying for all three components you must specify which two are priority components for funding. If submitting your application in conjunction with another applicant, or as a consortia you must specify which is the lead applicant and your application must be submitted as joint application.

(B) *Application Forms and Information.* The following forms and information must be submitted with your application and signed by the authorized official of the applicant or lead applicant organization. The standard forms, certifications, and assurances listed in the **General Section** of the SuperNOFA that are applicable to this funding (collectively, referred to as the "standard forms"). The standard forms can be found in Appendix B to the *General Section* of the SuperNOFA. (Some programs in this SuperNOFA, in addition to the standard forms, use additional forms (i.e., excluding such items as narratives to the rating factors, letters, etc.) that are referred to as the "non-standard forms." This program

does not use any non-standard forms). The application items are as follows:

- (1) Standard Form 424, Application for Federal Assistance;
- (2) HUD Form 424M, Federal Assistance Funding Matrix;
- (3) Standard Form 424A, Summary Budget Information
- (4) Standard Form 424B for Assurances Non-Construction Programs
- (5) Drug Free Workplace Certification (HUD-50070);
- (6) Certification of Payments to Influence Federal Transactions (HUD 50071. If Federal funds were used to lobby on your behalf, you must also submit the Certification and Disclosure Form Regarding Lobbying (SF-LLL);
- (7) Applicant/Recipient Disclosure/Up-Date Report (HUD 2880);
- (8) Certification Regarding Debarment and Suspension (HUD 2992);
- (9) Narrative Statement Responding to the following Factors for Award:
 - (a) Factor 1—Capacity
 - (b) Factor 2—Need
 - (c) Factor 3—Soundness of Approach including your work plan and detailed budget identifying activities and tasks and associated budget. This budget should identify items by cost category for each DETASS component you are seeking funding in accordance with the following:
 - (i) Direct Labor by position or individual, indicating the estimate hours per position, the rate per hour, estimated cost per staff position and the total estimated direct labor cost;
 - (ii) Fringe benefit by position or individual identifying the rate, the

salary base the rate was computed on, estimated cost per position, and the total estimated fringe benefit cost;

(iii) Material costs indicating the item, quantity, unit cost per item, estimated cost per item, and the total estimated material cost;

(iv) Transportation Cost, including the estimated number of trips, number of persons traveling per trip, airline or other travel cost (gasoline costs should be figured on the government per mile rate), per diem rate and total estimated travel costs;

(v) Equipment charges, if any. Equipment charges should identify the type of equipment, quantity, cost, and total estimated equipment costs;

(vi) Consultant costs, if applicable. Indicate the type, estimated number of consultant days, rate per day, total estimated consultant cost and total estimated costs for all consultants;

(vii) Subcontract costs, if applicable. Indicate each individual subcontract and amount;

(viii) Direct costs listed by item, quantity, unit cost, total for each item listed, total other direct costs for the award;

(ix) Indirect costs should indicate the type, approved indirect cost rate, base to which the rate applies and total indirect costs.

These line items should total the amount requested for each DETASS component and also the grand total for all DETASS components. The budget dollars should reflect the funding requested on your HUD-424M—Federal Assistance Funding Matrix.

(d) Factor 4—Leveraging Resources including required documentation

(e) Factor 5—Comprehensiveness and Coordination

VII. Corrections to Deficient Applications

The General Section of this SuperNOFA provides the procedures for corrections to deficient applications.

VIII. Environmental Requirements

In accordance with 24 CFR 50.19(b)(9), the assistance provided under this program relates only to the provision of technical assistance and therefore is categorically excluded from the requirements of the national Environmental Policy Act and is not subject to environmental review under the related laws and authorities. This determination is based on the ineligibility of real property acquisition, construction, rehabilitation, conversion, leasing or repair for HUD assistance under this program.

IX. Authority

Chapter 2, Subtitle C, Title V of the Anti-Drug Abuse Act of 1988 (42 USC 11901 *et seq.*) as amended by section 581 of the National Affordable Housing Act of 1990 (Pub. L. 101-625, approved November 28, 1990), and section 161 of the Housing and Community Development Act of 1992 (Pub. L. 102-550, approved October 28, 1992). The regulations for this program are found in 24 CFR part 761, Drug Elimination Programs.

BILLING CODE 4210-32-P

**DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT**

**NEW APPROACH ANTI-DRUG
PROGRAM**

FUNDING AVAILABILITY FOR THE NEW APPROACH ANTI-DRUG PROGRAM (Formerly known as the Safe Neighborhood Grant Program)

Program Overview

Purpose of the Program. The purpose of this program is to provide funding to owners or managers of certain housing developments to: (1) Augment security; (2) assist in the investigation and prosecution of drug-related criminal activity in and around the housing developments; and (3) provide for the development of capital improvements directly relating to the security of the developments. With these grants, HUD is taking a comprehensive neighborhood/community-based approach to crime prevention. In applying, you will be required to demonstrate that you have formed a partnership with units of general local government, including the local law enforcement agency, to play key roles in this partnership.

Available Funds. Approximately \$27 million.

Eligible Applicants. Eligible applicants include: units of general local government, public housing agencies (PHAs), Indian tribes or Tribally Designated Housing Entities (TDHEs), and owners of assisted housing developments. To be an eligible applicant, you must be an owner of an assisted housing development, as defined in this program section of the SuperNOFA. A unit of general local government may qualify if it operates an assisted housing development. PHAs, TDHEs and Indian tribes are eligible applicants if they own a development with project-based Section 8 assistance, as defined in the U.S. Housing Act of 1937, and that development is included in the proposed plan and is located in the "project area" targeted to receive grant funds.

Application Deadline. June 7, 2000.
Match. None.

Additional Information

If you are interested in applying for funding under this program, please review carefully the General Section of this SuperNOFA and the following additional information.

I. Application Due Date, Application Kits, Further Information, and Technical Assistance

Application Due Date. Your completed application (an original and two copies) is due on or before 6:00 pm, local time on June 7, 2000, at the address shown below.

See the **General Section** of this SuperNOFA for specific procedures

governing the form of application submission (e.g., mailed applications, express mail, overnight delivery, or hand carried).

Address for Submitting Applications. Submit your completed application on or before the application deadline at the local HUD Field Office, Attention: Director of Multifamily Housing Programs or, in the case of the Native American population, to the local HUD Administrator, Area Offices of Native American Programs (AONAPs), as appropriate. See Appendix A to the Drug Elimination Grants for Multifamily Low Income Housing program section of the SuperNOFA and Appendix A to the General Section of the SuperNOFA for lists of local HUD Field Offices.

For Application Kits. For an application kit and any supplemental information, please call the SuperNOFA Information Center at 1-800-HUD-8929. When requesting an application kit, please refer to the New Approach Anti-Drug Program, and provide your name, address (including zip code) and telephone number (including area code). Persons with hearing or speech impairments may call the Center's TTY number at 1-800-HUD-2209. An application kit also will be available on the Internet through the HUD web site at <http://www.HUD.gov>.

For Further Information and Technical Assistance. If you are located East of the Mississippi River, you may contact Darlene Fete, Resident Initiative Specialist, U.S. Department of Housing and Urban Development, North Carolina State Office, 2306 West Meadowview Road, Greensboro, North Carolina 27407, telephone (336) 547-4034 or (336) 547-4131 (the TTY number), or email Darlene_B._Fete@hud.gov. If you are located West of the Mississippi River, you may contact Deanna Beaudoin, Resident Initiatives Specialist, U. S. Department of Housing and Urban Development, Colorado State Office, 633-17th Street, Denver, Colorado 80202-3607, telephone (303) 672-5343 extension 1162 or email Deanna_E._Beaudoin@hud.gov.

Satellite Broadcast. HUD will hold an information broadcast via satellite for potential applicants to learn more about the program and preparation of the application. For more information about the date and time of the broadcast, you should consult the HUD web site at <http://www.hud.gov>.

II. Amount Allocated

(A) **Available Funding.** Approximately \$27 million is available for funding under the New Approach Anti-Drug Program, as provided in the

FY 2000 HUD Appropriations Act, including FY 1999 carryover funding.

(B) **Maximum Grant Award.** The maximum grant award amount is limited to \$250,000 per application. The amount of funding requested must be within this maximum grant award.

(C) **Reduction of Requested Grant Amounts.** You may be awarded an amount less than requested if: (1) HUD determines that some elements of the proposed action plan are ineligible for funding;

(2) HUD determines the amount requested for an eligible activity and/or any budget line item is not cost effective;

(3) Insufficient amounts remain under the allocation to fund the full amount you requested, and HUD determines that partial funding is a viable option; or

(4) HUD determines that a reduced grant would prevent duplicative Federal funding.

III. Program Description; Eligible Applicants; Eligible Activities

(A) **Program Description.** (1) **Purpose.** The purpose of these competitive grants is to assist entities managing or operating Federally assisted multifamily housing developments, public and Indian housing developments (including those Indian housing units formerly defined as public housing under section 3 of the U.S. Housing Act of 1937 and now counted as current assisted stock under the Indian Housing Block Grant Program), or other multifamily-housing developments for low-income families supported by non-Federal governmental housing entities or similar housing developments supported by nonprofit private sources, to augment security (including personnel costs), to solve security problems in the long-term; assist in the investigation and/or prosecution of drug-related criminal activity in and around such developments, and provide for capital improvements that comprehensively enhance security at these developments.

Drug- and crime-fighting activities, if only directed to a single assisted housing development, may have the unfortunate effect of simply moving the problem to nearby housing and businesses. The long term solution to the crime problems of assisted housing developments and their surrounding neighborhoods rest in a comprehensive approach that changes the conditions—and the culture that exists. HUD believes that crime fighting efforts are most effective when partnering takes place with law-enforcement agencies at various levels and with a full range of

community stakeholders (such as PHAs and TDHEs). Therefore, to address crime in a comprehensive manner to receive funding, you must take the following actions:

(a) Have a subgrantee or subrecipient relationship with the local police department and the local district attorney or prosecutor's office. If the local police department, local district attorney or prosecutor's office does not have the legal authority to accept program funds or enter into a binding agreement with you, then you must provide funds through the unit of general local government—city or county.

(b) Enter into partnerships with the owners of, and resident organizations in, assisted housing developments that receive grant funds from you.

Multifamily housing developments that may lack the ability to oversee grant functions may delegate this task to a public housing authority or TDHE by making them a "fiduciary agent", by signed agreement, which must be part of the application.

(c) Encourage other neighborhood based entities to participate in your program of activities through partnership arrangements. Such entities are community residents; neighborhood businesses; and non-profit providers of support services, including faith-based organizations and their affiliates.

(2) *Implementation Principles.* HUD has established the following principles in implementing the New Approach Anti-Drug Program Grants:

(a) *Comprehensive Approach.* With these grants, HUD is taking a comprehensive neighborhood/community-based approach to crime. The long term solution to the crime problems of assisted housing developments and their surrounding neighborhoods rests in changing the conditions—and the culture that exists.

(b) *Required Partnerships.* You will be required to demonstrate that partnerships have been formed with units of general local government, with the local police department and the local district attorney or prosecutor's office playing key roles in this partnership. You must also form partnerships with the following entities, if they are to receive funding from you:

(i) Owners of assisted housing developments in the targeted neighborhood, and

(ii) Resident organizations of these assisted housing developments.

(c) *Encouraging Partnerships.* HUD encourages the use of effective working partnerships in new locations to leverage the many Federal resources that are available to eliminate crime in

and around public and assisted housing developments through the Drug Elimination Grant, Operation Safe Home, and Weed and Seed programs; and partnering with the U.S. Attorney's Office, the Federal Bureau of Investigation, and the Drug Enforcement Agency. HUD now wishes to encourage these successful partnerships to address similar problems in and around privately-owned, Federally assisted housing. In addition to providing points for applications which have established these partnerships, HUD requires that at least one project in each targeted neighborhood be multifamily housing with either:

(i) A HUD-insured, held, or direct mortgage and Rental Assistance Payments (RAP), Rent Supplement, or interest reduction payments, or

(ii) Section 8 project-based assistance with or without HUD interest in the project mortgage.

This emphasis on HUD assisted privately-owned housing does not negate the eligibility of other low-income housing developments assisted by Federal, State, and local government, and not-for-profit sources to apply for the New Approach Anti-Drug Program. By awarding points for neighborhoods with high concentrations of assisted housing, HUD is encouraging you to address the needs of multiple assisted housing developments which may consist of a mix of ownership types and subsidy sources.

(d) *Complying with Civil Rights Requirements.* With the very real need to protect occupants of HUD-sponsored housing and the areas around the housing, the civil rights of all citizens must be protected. Your proposed strategies should be developed to ensure that crime-fighting and drug prevention activities are not undertaken in such a manner that civil rights or fair housing statutes are violated. Profiling on any prohibited basis is not allowed. In addition, all segments of the population should be represented in developing and implementing crime-fighting strategies.

(e) *Coordination with Other Law Enforcement Efforts.* In addition to working closely with residents and local governing bodies, it is critically important that owners establish ongoing working relationships with Federal, State, and local law enforcement agencies in their efforts to address crime and violence in and around their housing developments. HUD firmly believes that the war on crime and violence in assisted housing can only be won through the concerted and cooperative efforts of owners and law enforcement agencies working together

in cooperation with residents and local governing bodies. HUD encourages owners to participate in Departmental and other Federal law enforcement agencies' programs such as: Operation Safe Home, Operation Weed and Seed through the Department of Justice and the Safe Neighborhood Action Program (SNAP). The use of New Approach Anti-Drug funds, however, must be part of a comprehensive approach. These funds may indirectly support other Federal law enforcement activities provided that use is consistent with the comprehensive approach.

(f) *Safe Neighborhood Action Program (SNAP) Grants.* (i) The New Approach Anti-Drug Program was formerly known as the Safe Neighborhood Action Program, announced June 12, 1994 by HUD, the National Assisted Housing Management Association (NAHMA), and the U.S. Conference of Mayors (USCM). The New Approach Anti-Drug Program was expanded from the SNAP Program to include funds to augment security; assist in the investigation and prosecution of drug related criminal activity in and around the housing developments; and provide for the development of capital improvements directly related to the security of the developments. SNAP is an anti-crime and empowerment strategies initiative in HUD assisted housing neighborhoods in 14 SNAP cities. The major thrust of SNAP is the formation of local partnerships in 14 targeted cities where ideas and resources from government, owners and managers of assisted housing, residents, service providers, law enforcement officials, and other community groups are used to meet to work on innovative, neighborhood anti-crime strategies.

(ii) There is no funding associated with SNAP, which relies on existing ideas and resources of the participants. Some common initiatives from these SNAP teams have included the following: community policing, crime watch programs, tenant selection policies, leadership training, individual development or job skills training, expansion of youth activities, police tip line or form, community centers, anti-gang initiatives, police training for security officers, environmental improvements, and a needs assessment survey to determine community needs.

(iii) In addition, a HUD-sponsored initiative to increase the presence of AmeriCorps' Volunteers in Service to America (VISTAs) in assisted housing units has led to the placement of 25 VISTAs on 12 SNAP teams. The AmeriCorps VISTA program, which incorporates a theme of working within the community to find solutions to

community needs, has provided additional technical assistance to the SNAP teams.

(iv) The cities participating in the SNAP initiative include: Atlanta, GA; Boston, Mass; Denver, CO; Houston, TX; Newark, NJ; Philadelphia, PA; Baltimore, MD; Columbus, OH; Detroit, MI; Los Angeles, CA; New Orleans, LA; Little Rock and North Little Rock, AR; Richmond, VA; and Washington, DC.

(v) For more information on SNAP, contact Henry Colonna, National SNAP Coordinator, Virginia State Office, 3600 West Broad Street, Richmond, VA 23230-4920; telephone (804) 278-4500, extension 3027; or (804) 278-4501 (TTY). For more information on AmeriCorps' VISTAs in Assisted Housing, contact Deanna E. Beaudoin, National VISTAs in Assisted Housing Coordinator, Colorado State Office, First Interstate Tower North, 633 17th Street, Denver, CO 80202; telephone (303) 672-5291, extension 1068; or (303) 672-5248 (TTY). These numbers are not toll-free.

(3) *Definitions. Assisted Housing Development.* For purposes of this program, the term "assisted housing development" means five or more dwelling units in a building or five or more adjoining, adjacent, or scattered site (within a single neighborhood) dwelling units, having common ownership and project identity. Some or all of the units must be receiving a project-based subsidy from a unit of government at the Federal, State, or local level, or from a private nonprofit entity. This subsidy must be associated with a requirement and/or contractual agreement that all or a portion of the units be occupied by households with incomes at or below those of families at the low-income limit as defined by the United States Housing Act of 1937.

Assisted Housing Unit. For purposes of this program, the term "assisted housing unit" means a unit within an assisted housing development for which occupancy is restricted to households with incomes at or below that of "low-income families" as defined by the U.S. Housing Act of 1937, and rents are restricted to amounts that the owner/operator entity determines to be affordable.

Augmented Services. For purposes of this program, augmented services are activities which exceed current levels of services or "baseline" services provided by any other parties signing the memorandum of understanding required for this program.

Drug-related crime. For purposes of this New Approach Anti-Drug Program, the term "drug-related crime" means drug-related crime as defined in 42 U.S.C. 11905(2) and Part I Crime and

Part II Crime as defined by the Uniform Crime Reporting System.

Eligible project area. For purposes of the New Approach Anti-Drug Program, the term "neighborhood" means a geographic area within a jurisdiction of a unit of general local government designated in comprehensive plans, ordinances, or other local documents as a neighborhood, village, or similar geographical designation. If, however, the unit of general local government has a population of less than 25,000 persons, then "neighborhood" means the entire jurisdiction of the unit of general local government. A project area must include at least one assisted housing development under:

(i) Section 221(d)(3), section 221(d)(4), or section 236 of the National Housing Act (12 U.S.C. 1715l, 1715z-1), provided that such development has been provided a Below Market Interest Rate mortgage, interest reduction payments, or project-based assistance under Rent Supplement, Rental Assistance Payments (RAP) or Section 8 programs. An FHA-insured project that has no project-based subsidy does not qualify as an assisted housing unit for eligibility even if it houses tenants receiving tenant-based assistance, such as Section 8 rental vouchers or certificates.

(ii) Section 101 of the Housing and Urban Development Act of 1965 (12 U.S.C. 1701s); or

(iii) Section 8 of the United States Housing Act of 1937 (42 U.S.C. 1437f). This includes housing with project-based Section 8 assistance, whether or not the mortgage was insured by HUD-FHA. This does not include projects which receive only Section 8 tenant-based assistance (i.e., certificates or vouchers).

Project-based Subsidies. For purposes of this program, the term "project-based subsidies" means financial assistance that is initially designated and assigned by the funding source specifically for the project rather than to eligible assisted resident households which might also benefit from these subsidies, and provided on a one time up-front or on a periodic basis to the project or its owner to write down, subsidize, or waive project development costs, costs of financing, project operating costs (which include but are not limited to the following types of expenses: utilities, taxes, fees, maintenance and debt service payments), owner taxes, unit rent levels, or tenant rent payments.

(B) *Eligible Applicants.* (1) *General.* (a) Eligible applicants are as follows: (i) The owner of a federally-assisted housing development. If you are a unit

of general local government you do not need to be the owner, but must be the operator of such housing. (A TDHE is not a unit of general local government.);

(ii) The owner of an assisted housing development that is assisted by a non-Federal governmental entity or similar housing development supported by nonprofit sources. If you are a unit of general local government, you do not need to be the owner, but must be the operator of such housing;

(iii) PHAs, TDHEs, and Indian tribes are eligible applicants if they own a development with project-based Section 8 assistance, as defined in the U.S. Housing Act of 1937, and that development is included in the proposed plan and is located in the "project area" targeted to receive grant funds. If you do not own such an assisted housing development, you may still participate in the New Approach Anti-Drug Program as a subgrantee or subrecipient of an eligible applicant; or

(b) The development that makes you eligible must be in the neighborhood to be assisted; and

(c) You may not have any outstanding findings of civil rights violations. (See Section II(B) of the **General Section** of this SuperNOFA.)

(2) *Lead Applicant.* Two or more eligible applicants may file a joint application. If filing jointly, you must designate one entity to be the lead applicant. The lead applicant will be the grantee if HUD funds your application.

(C) *Memorandum of Understanding.* You must include with your application a Memorandum of Understanding (MOU) that you have entered into with each required party. (See Section III(B) of this program section of the SuperNOFA). A draft MOU may be acceptable in only a few circumstances. You must provide a detailed explanation why a draft MOU is being presented in your application. You must indicate that the draft MOU is contingent upon HUD funding the grant. If a draft MOU is submitted in the grant application, the finalized MOU must be submitted to the local HUD Field Office within 15 calendar days after HUD's announcement of the award. The finalized MOU must be exactly the same as the draft MOU included in your application. The MOU may indicate the agreement is subject to the actual receipt of funds from HUD.

(1) *Required Parties to the MOU.* In addition in order to receive full points in the Rating Factor for a New Approach Anti-Drug grant:

(a) You MUST sign a MOU that provides funds through a subgrantee or subrecipient relationship with the following two entities:

(i) The local police department; and
 (ii) The local the local prosecutor's office (district attorney).

(b) The two parties signing the MOU must have the legal authority to enter into a binding agreement with you. These two entities must have jurisdiction in your project area

(2) *Content of MOU.* This MOU must commit these entities to actively support the grant project in partnership with you. The MOU must also describe:

(a) The level of current services (baseline) being provided by these entities;

(b) The level of services above this baseline which the entities are committed to providing in support of your grant;

(c) The amount of time to be devoted to the activities by each party;

(d) The skills each party brings to assist in implementation of your specific action plan activities.

Your MOU will be taken into account in reviewing and rating your application, so you should strive to be as specific as possible in your MOU document.

(3) *Partnerships are encouraged.* We encourage you to partner with other appropriate neighborhood and community stakeholders, including: neighborhood businesses and business associations; nonprofit service providers; neighborhood resident associations; and faith communities or religious institutions. You are encouraged to enter into MOUs with these entities however an MOU is not required.

(D) *Eligible Project Areas.* (1) HUD will award one grant per project neighborhood. The project area must be a "neighborhood."

(2) The project area must include at least one assisted housing development. See definition in Section III(A)(1) of this program section of the SuperNOFA.

(3) You must provide documentation of the population used to define eligibility as a neighborhood. The documentation may include census data or documentation provided by local government officials or by HUD's Community 2020 program, available by calling 1-800-998-9999, (there may be a charge to you for this information).

(E) *Eligible Activities.* The following is a listing of eligible activities under this program and guidance as to their parameters: (1) *Augmenting Security (Including Personnel).*

(a) *General.* You must document in your MOU(s) all security services above baseline established in your MOU. Anyone providing augmented security services must have liability insurance.

(b) *Baseline Services.* Additional security services are permitted but must be over and above the local police department's current level of baseline services. If you are seeking funding for augmenting security, you must describe the local police department's current level of baseline services to the neighborhood (including ordinary and routine services, patrols, police officer responses to 911 communications and other calls for services, and investigative follow-up of criminal activity). Your description of baseline services must include the number of officers and the actual percent of their time assigned to the development(s) proposed for funding. For a proposed activity to be considered eligible as an augmented security activity, you must demonstrate to what extent the proposed funded activity will represent an increase over and above the baseline.

(c) *Police Presence.* You may reimburse local law enforcement entities for the costs of additional police presence (police salaries and other expenses directly related to additional police presence or security that is over and above baseline services) in and around assisted housing developments in the neighborhood. Of the funds devoted to additional police presence, at least 70 percent of such reimbursed costs must be for police presence in assisted housing developments served and the remaining 30 percent must be for police presence around the assisted housing neighborhood area.

HUD is strongly encouraging that additional law enforcement in the assisted housing developments and surrounding neighborhoods be targeted to implementing an overall proactive crime fighting strategy, rather than merely responding to crime emergencies. Two potentially effective anti-crime strategies that can benefit from additional police presence are:

(i) Combined multi-agency task force initiatives, in which local and Federal law enforcement agencies pool resources, first, to infiltrate organizations that promote violent and/or drug-related crime in the neighborhood and, second, to initiate strategic and coordinated mass arrests to break up these organizations; and

(ii) Community policing (i.e., sustained proactive police presence in the development or neighborhood, often conducted from an on site substation or mini-station, that involves crime prevention, citizen involvement, and other community service activities, as well as traditional law enforcement).

If reimbursement is provided for community policing activities that are committed to occur over a period of at

least 3 years and/or are conducted from a police substation or administration within the neighborhood, the costs during the grant period of constructing such a station or of equipping the substation with communications and security equipment to improve the collection, analysis and use of information about criminal activities in the properties and the neighborhood may be reimbursed.

(d) *Security Services Provided by Other Entities (such as the Owner of an Assisted Housing Development).* (i) The activities of any contract security personnel funded under this Program must be coordinated with other law enforcement and crime prevention efforts under your proposed action plan. You must describe in your action plan your efforts to achieve this coordination. The coordination efforts must include frequent periodic scheduled meetings of security personnel with housing project management and residents, local police and, as appropriate, with other public law enforcement personnel, neighboring residents, landlords, and other neighborhood stakeholders. Any contract security personnel funded under this Program must meet State and local licensing requirements.

(ii) You may only contract with a security service provider that has a policy manual that directs the activities of its personnel and contains the policies, procedures, and general orders that regulate conduct and describe in detail how jobs are to be performed. If you use your own staff to provide security services, then you must have such a policy manual.

(2) *Enhancing the Investigation and Prosecution of Drug-Related Crime.* (a) *Reimbursement of State and Local Law Enforcement Agencies.* As the grantee, you may reimburse local or State prosecuting offices and related public agencies for activities, other than salaries or ineligible activities in Section III(G) of this program section of the SuperNOFA, related to the prosecution or investigation of crime committed in the neighborhood identified in your application. These costs are subject to a cost reimbursement agreement. Reimbursement must be for costs over and above what the office or agency incurred for such purposes for crimes committed in the same neighborhood during the period equal in length and immediately before the period of reimbursement. For any grant, at least 70 percent of reimbursed costs must be in connection with crimes committed in and around the assisted housing developments and the remainder of reimbursed costs directly related to

crime committed within the neighborhood.

(b) *Hiring of Private Investigator Services.* You may use grant funds to hire private investigator services to investigate crime in and around an assisted housing development and the surrounding neighborhood. You must explain why local law enforcement services are inadequate and justify the need for hiring private investigator services.

(3) *Capital Improvements to Enhance Security.* You may use grant funds for capital improvements to enhance security. You should, however, consider using other sources of funding for this purpose. These improvements must be accessible to persons with disabilities. For example, locks or buzzer systems that are not accessible to people with restricted or impaired strength, mobility, or hearing may not be funded by your grant. Capital improvements to implement defensible space concepts in the design and implementation of your enhanced security measures are eligible provided such design elements permit accessibility and visibility by persons with disabilities. Capital improvements to enhance security or crime prevention through environmental design, must comply with civil rights requirements and cannot exclude or segregate persons based upon their race, color, or national origin from benefits, services, and other terms and conditions of housing. Under the selection criterion entitled "Quality of Plan," HUD will reward capital improvements to enhance the security of an entire neighborhood as opposed to specific projects at the expense of other dwellings in the neighborhood. The capital improvements may include, but are not limited to:

(a) New construction or rehabilitation of structures housing police substations or mini-stations;

(b) Installation of barriers (including speed bumps and fences) and appropriate use of close circuit television (CCTV), provided any barriers make reasonable accommodations for persons with disabilities;

(c) Improved door or window security such as locks, bolts, or bars;

(d) Landscaping or other reconfiguration of common areas to discourage drug-related criminal activities; and

(e) Establishment of a Neighborhood Networks center and augmenting existing centers. The costs to develop and establish a new Neighborhood Network center must not exceed \$25,000 of the grant funds awarded by HUD.

If there is an established Neighborhood Networks center you may

include up to \$15,000 for the center for further crime prevention activities, such as additional mentoring and/or tutorial education programs, improving job skill programs, home buyer education, and resident participation in law enforcement community outreach activities such as DARE days and the local office of the FBI's Race Against Drugs activities, etc. No grant funds will be approved for expenditure until the local HUD Field Office approves the Neighborhood Network business plan for the Neighborhood Networks center. A sample of the Neighborhood Network business plan may be found on the Neighborhood Networks web page at www.neighborhoodnetworks.org.

(F) *Ineligible Activities.* In addition to the ineligible activities mentioned elsewhere in this program section of the SuperNOFA, New Approach Anti-Drug Program Grant funding is not permitted for any of the activities listed below, unless otherwise specified in this program section of the SuperNOFA:

(1) Treatment or intervention activities;

(2) Costs incurred before the effective date of the grant agreement, including but not limited to consultant fees related to the development of your application or the actual writing of your application;

(3) Purchase of controlled substances for any purpose. Controlled substance has the meaning provided in section 102 of the Controlled Substance Act (21 U.S.C. 802);

(4) Compensating informants, including confidential informants. These should be part of the baseline services provided and budgeted by local law enforcement agencies; or

(5) Although participation in activities with Federal drug interdiction or drug enforcement agencies is encouraged, these grant funds may not be transferred to any Federal agency.

In addition, profiling on any prohibited basis is not allowed.

IV. Program Requirements

In addition to the program requirements listed in the **General Section** of this SuperNOFA, grantees must meet the following program requirements. These requirements apply to all activities, programs, or functions used to plan, budget, implement, and evaluate the work funded under this program.

(A) *Grant Agreement.* After applications have been ranked and selected, HUD and a successful applicant will enter into a grant agreement setting forth the amount of the grant, the physical improvements or other eligible activities to be undertaken, financial controls, and

special conditions, including sanctions for violation of the agreement. The Grant Agreement will incorporate your HUD approved application as may be amended by any special condition in the Grant Agreement. HUD will monitor your grant using your Grant Agreement to ensure that you have achieved commitments set out in your approved grant agreement. Failure to honor such commitments would be the basis for HUD determining your default of the Grant Agreement, and exercising available sanctions, including grant suspension, termination, and/or the recapture of your grant funds.

(B) *Requirements Governing Grant Administration, Audits and Cost Principles.* The policies, guidelines, and requirements of this program section of the SuperNOFA, 48 CFR part 31, 24 CFR parts 44, 45, 84 and/or 85, OMB Circulars A-87 and/or A-122, other applicable administrative, audit, and cost principles and requirements, and the terms of grant/special conditions and subgrant agreements apply to your acceptance and use of funds. The requirements cited above, as applicable, must be followed in determining procedures and practices related to the separate accounting of grant funds from other grant sources, personnel compensation, travel, procurement, the timing of drawdowns, the reasonableness and allocation of costs, audits, reporting and closet, budgeting, and preventing conflict of interests or duplicative charging of identical costs to two different funding sources. All costs must be reasonable and necessary.

(C) *Term of Grant.* Your grant funds must be expended within 24 months after HUD executes a Grant Agreement with you. There will be no extensions or waivers of this grant term. Any remaining grant funds will be recaptured.

(D) *Subgrants and Subcontracting.* (1) In accordance with your approved grant agreement, you may directly undertake any of the eligible activities under this program section of the SuperNOFA, you may contract with a qualified third party, or you may make a subgrant to any entity approved by HUD as a member of the partnership, provided such entity is a unit of government, a prosecutor's office, a police department or a TDHE; is incorporated as a not-for-profit organization; or is an incorporated for-profit entity that owns and/or manages an assisted housing project benefiting from the grant. Multifamily housing agents/owners are authorized to make a PHA or THDE their Fiduciary Agent, if the PHA and/or the THDE has the capacity to implement, oversee and close out the grant activities. Resident

groups that are not incorporated may participate in the implementation of the program, but may not receive funds as subgrantees. For-profit organizations other than owners or managers of an assisted housing development benefiting from the grant that have been approved by HUD as part of the partnership may only receive grant funds subject to the applicable Federal procurement procedures (See 24 CFR parts 84 or 85).

(2) Subgrants may be made only under a written agreement executed between you, the grantee, and your subgrantee. The agreement must include a program budget that is acceptable to you, and that is consistent with the eligible activities and requirements. The agreement must require the subgrantee to permit you to inspect your subgrantee's work and to follow applicable OMB and HUD administrative requirements, audit requirements, and cost principles, including those related to procurement, drawdown of funds for immediate use only, and accounting for the use of grant funds and implementation of program activities. In addition, your subgrant must describe the nature of the activities to be undertaken by the subgrantee, the scope of the subgrantee's authority, and the amount of any insurance to be carried by you and the subgrantee to protect your respective interests.

(3) You are responsible for monitoring, and for providing technical assistance to, any subgrantee to ensure compliance with applicable HUD and OMB requirements. You must also ensure that subgrantees have appropriate insurance liability coverage.

(E) *Ineligible Contractors.* The provisions of 24 CFR part 24 relating to the employment, engagement of services, awarding of contracts or funding of any contractors or subcontractors during any period of debarment, suspension, or placement in ineligibility status apply to this grant.

(F) *Section 3 Economic Opportunity.* See Section II(E) of the **General Section** of the SuperNOFA. The requirements of section 3 of the Housing and Urban Development Act of 1968 apply to some of the activities that may be funded under this program section of the SuperNOFA.

(G) *Drawdown of Grant Funds.* You will be required to access your grant funds through HUD's Line of Credit Control System-Voice Response System in accordance with procedures for minimizing the time lapsing between drawdowns and use of funds for eligible purposes as described in 24 CFR parts 84 and/or 85, as applicable. If HUD changes the procedures for the draw of

grant funds, HUD will notify you through the issuance of a grant amendment.

(H) *Reports and Closeout.* If you receive a grant, you will be required to submit to HUD a semi-annual progress report (Form 269). The narrative of the Form 269 must be sent in a format prescribed by HUD that indicates program expenditures and measures performance in achieving goals. At grant completion, you will be required to participate in a closeout process which shall include a final report in a format prescribed by HUD that reports final program expenditures and measures performance in achieving program goals. Closeout will culminate in a closeout agreement between you and HUD and, when appropriate, in the return of grant funds which have not been expended in accordance with applicable requirements, or which may be remaining after all activities have been completed and paid for.

(I) *Suspension or Termination of Funding.* HUD may suspend or terminate funding if you fail to undertake the approved program activities on a timely basis in accordance with your grant agreement, adhere to grant agreement requirements or special conditions, or submit timely and accurate reports.

(J) *Affirmatively Furthering Fair Housing.* You must address Section II(D) of the **General Section** of the SuperNOFA. You must also reference the certifications listed in Section II (G) the General section of the SuperNOFA.

V. Application Selection Process

(A) *Rating and Ranking.* Your application can only be rated if you are an eligible applicant and you are in compliance with the requirements of the **General Section** of the SuperNOFA.

(1) HUD will evaluate all eligible applications based on the factors for award identified in this Section V.

(2) After the applications have been scored, HUD will rank them on a national basis. An application must receive a score of at least 70 points, excluding the EZ/EC and Dallas bonus points to be eligible for funding. Awards will be made in ranked order until all funds are expended.

(3) In the event of a tie, HUD will select the applicant with the highest score in Rating Factor 1. If Rating Factor 1 is scored identically, the scores in Rating Factors 2, 3 and 4 will be compared in that order, until one of the applications receives a higher score. If both applications still score the same then the application which requests the least funding will be selected to

promote the more efficient use of resources.

(B) *Factors For Award To Evaluate and Rank Applications.* The maximum number of points for this program is 102 (except for an application submitted by the City of Dallas, Texas which would be eligible for a maximum of 104 points in accordance with Rating Factor 3, paragraph (7), below. This includes two EZ/EC bonus points, as described in the General Section of the SuperNOFA.

Rating Factor 1: Capacity of the Applicant and Relevant Organizational Experience (20 Points)

This factor addresses the extent to which you have proper organizational resources necessary to successfully implement the proposed New Approach Anti-Drug Program activities in an effective, efficient, and timely manner. In rating this factor, HUD will consider the extent to which the application demonstrates the capabilities described below:

(1) **(5 Points)** *The applicants' administrative capacity to implement the grant.* HUD will award points based on the quality and amount of staff allocated to the grant activity by you; the anticipated effectiveness of your systems for budgeting, procurement, drawdown, allocation, and accounting for grant funds and matching resources in accordance with OMB administrative requirements; and the lines of accountability for implementing your grant activity, coordinating your partnerships, measuring the effect of the expenditure of grant funds and ensuring that you and your MOU partners' commitments will be met. You must include in your narrative a discussion of financial capacity, staff resources, and prior experience that will enable you to effectively administer the grant and meet reporting requirements. This narrative must not exceed five pages. For an owner of an assisted housing development that is HUD-insured, HUD will consider the most recent Management Review (including Rural Housing Management Review), HUD's Uniform Physical Condition Standards review (as codified in 24 CFR part 5 subpart G), State Agency review and such other relevant information available to HUD on the capacity of the owner and manager to undertake the grant. You must include a copy of the most recent management review (not a physical inspection report) for the development to be served by your grant. These documents will not be counted against your 5 page narrative limitation.

(2) **(15 points)** *The applicant's performance in administering Drug Elimination grants and/or other Federal,*